

CITY OF UNION, KENTUCKY
BUSINESS MEETING MINUTES
Monday, February 2, 2015

CALL TO ORDER REGULAR BUSINESS MEETING.

Mayor Larry Solomon called the Monthly Business Meeting of the Union City Commission to order at 7:00 p.m. Monday, February 2, 2015.

LOCATION.

The Warren S. Moore Union City Building, 1843 Mt. Zion Road, Union, KY 41091

ROLL CALL.

A quorum was present:

- Mayor Larry Solomon (New)
- Commissioner Ken Heil (Incumbent)
- Commissioner John Mefford (New)
- Commissioner Jeremy Ramage (New)

Also present were:

City Attorney - Greg Voss, Esq.
City Clerk/Treasurer – Kathy Porter
Office Assistant – Misty Ezell
City Administrator – David Martin

Absent were:

Commissioner Bryan Miller (Incumbent)
City Engineer - Barry J. Burke, PE PLS

PLEDGE OF ALLEGIANCE.

Mayor Solomon led the audience in the Pledge of Allegiance to the flag.

APPROVAL OF MINUTES.

Prior to meeting, City Commissioners were provided a copy of the minutes of the Regular Business Meeting from January 5th, 2015. Commissioner Mefford made a motion to dispense with the reading of the Regular Business Meeting Minutes. The motion was seconded by Commissioner Heil. **Motion carried by 4-0 vote.**

OATH OF OFFICE.

City Clerk/Treasurer Kathy Porter Administered the Oath of Office to new City Administrative Officer David S. Martin.

TREASURER REPORT.

Commissioner Heil moved to accept the Treasurer’s Balance Summary Report as of February 2nd, 2015. Commissioner Ramage seconded the motion. **Motion carried by 4-0 vote.**

BILLS FOR PAYMENT.

Commissioner Heil made the motion to pay the bills, as received. Commissioner Mefford seconded the motion. **Motion carried by 4-0 vote.**

NEW PROTOCOL.

Mayor Larry Solomon briefly described the new protocol for meeting attendees to address the newly elected Commission. It is requested that meeting attendees address the Commission from the newly installed podium. Under the "Persons Wishing to Speak" part of the agenda, those wishing to address the Commission are requested to keep questions to a specific issue/question and keep their comments to 3 minutes or less. Additionally if questions could be submitted to the City Clerk in writing before the meeting, it is possible for the Commission to have answers prepared in response to submitted questions.

It was requested audience members not interrupt Commissioners while discussing meeting issues. At the end of Commissioners discussing issues, audience members having a question should raise their hands and when recognized go to the podium to ask their question. This will help to keep the discussion on track and make the meeting more efficient.

PERSONS WISHING TO SPEAK.

Mayor Solomon opened the floor at this time to anyone who would like to address the commission. Mr. Matt Grimes, representing Scout Troops 805 and 702, thanked the City of Union for the opportunity to continue to host the annual Good Friday Fish Fry. Administrator Martin stated this year's fish fry will be held April 3, 2015...the Friday after St. Timothy's last fish fry for this season. The hope for this year's event is to exceed last year's 500+ attendance through the website, social media, and banner advertisements. Scouts in attendance were...Henry Neal, Jacob Jenkins, Nathaniel Hauser, Tyler Labree and Nick Gunther.

City of Union Adopt-A-Unit's Karen Berheit invited the Mayor and Commissioners to their Monday, February 23rd, 2015 7:00 pm meeting at the Union Community Building. Administrator Martin will attend for the City. The Adopt-A-Unit will be hosting their annual 5k run on September 27 2015 to be held at the Boone County Arboretum. This date worked better to get appropriate road closing approved. Ms. Stephanie Fuller stated that she and Ms. Kim Voss would be meeting with Mr. David Whitehouse on Tuesday, February 3rd to discuss the details concerning the 5K race. She asked if there is anything the city would like her to ask she could. Ms. Fuller asked if the city could help advertise for the race. Mayor Solomon stated the city could help advertise for the event.

Mr. Frank Beemon wanted to comment on three (3) things...1) The boy scouts do an excellent job with the fish fry. 2) History of Boone County. And, 3) Speeding and traffic control on Richmond Road.

- He stated that vehicles do not stop at the stop sign. He asked if the city could not put ripples at stop sign maybe they could put a speed brake at the stop sign to ensure vehicles at least slow down at the sign. Mayor Solomon did not know what the City could do beyond the speed humps already in the area, stop bars at that stop sign, and further patrolling of the area. Commissioner Heil suggested that Administrator Martin could contact other cities to see what they are doing to perhaps combat this situation.

RECAP LAST MEETING ... MAYOR COMMENTS.

At the last meeting the City officially hired the new City Administrator David Martin and Mayor Solomon recapped 2015 Committee Assignments...

- BCPC and Planning & Zoning Advisory. Representative Jim Longano. Commissioner John Mefford and Mayor Larry Solomon key contacts.
- Economic Development Committee (EDC). Mayor Solomon and Commissioner Ramage key contacts.
- Five-Year Fiscal Planning. Commissioner Miller, Mayor Solomon, and Administrator Martin function coordinators. Commissioner Miller will focus more on current year spending, while Mayor Solomon will focus on five year fiscal strategic planning.
- Public Works/Engineering. Commissioner Heil, Administrator Martin, and City Engineer Burke function coordinators.
- Community Building/Theater Group. This committee will be responsible for Community Building long term planning, immediate building maintenance and usage, and working with the community Theatre Group. Commissioner Mefford and Commissioner Ramage function coordinators.
- Union Cares. Mayor Solomon function coordinator.
- ABC Licensing. City Clerk / Treasurer Kathy Porter function coordinator.
- OKI Board Member. Commissioner Bryan Miller city representative.
- Mayor Pro Tem. Commissioner Miller and Commissioner Mefford Co-Mayor Pro Tems.

REPORTS.

CITY ADMINISTRATOR REPORT.

- City Events – Easter Breakfast Egg Hunt, Union Celebrates America
 - The Easter Breakfast and Egg Hunt is scheduled for March 28th. This year the city is planning on having donuts, pastries, and bagels along with the coffee, juice, and milk.
 - The Union Celebrates America event is scheduled for June 26th. A meeting is planned soon with David Whitehouse with Boone County Parks and recreation. The city plans to utilize the Parks department as much as possible.
- ABC (Alcohol Beverage Control) Meeting
 - City Clerk /Treasurer Porter, City Attorney Voss and Administrator Martin met with Assistant County Administrator Lisa Berkley last week to discuss the license changeover. The City will put together a license to send out to the six (6) businesses within the City of Union. Attorney Voss stated that there are some additional fees that the city could charge that was not available to the county. However, at last meeting it was discussed to keep fees same. But the options are there if the city would like to utilize them sometime in the future.
- Mowing/Landscaping Contract
 - Administrator Martin and Commissioner Heil will meet to discuss specifications of the Landscaping Contract. City Clerk/Treasure has already sent the notice to the newspaper. It will be published on February 5, 2015. Bids will be due on February 25, 2015th.

BCPC (Jim Longano)/Board of Adjustment (Terry Kidwell).

BCPC.

- Mr. Longano summarized the January 7 2015 BCPC Business meeting.
 - The following requests were approved...Crossroads Church (Mall Road) for a digital message board to an existing pole; Dave and Busters (Mall Road) alternative signage; El Mariachi Restaurant (Turfway Road) new color scheme; Crunch Fitness (Spiral Drive) new color scheme.
 - Two (2) public hearings were covered at the meeting.
 - CareSprings Healthcare Management is requesting a zone change in unincorporated Union...a nine (9) acre parcel of land located between US 42, Whispering Trails, St. Timothy Church and the Resurrection Cemetery.
 - Diocese of Covington requested to convert an existing recreation facility into a Church.
 - Zone change committee meeting on January 21, 2015.
 - Approved by 4-1 vote CareSprings landscaping, setbacks, traffic impacts, and water detention. The committee did not feel that there was any risk of any additional water being funneled to Whispering Trails. They are going to put a detention pond on the Northwest corner of the lot and it will be large enough to handle this development and any future development that will be built on that lot. Mr. Longano stated that there will be a one hundred (100) foot buffer between Whispering Trails and the proposed development. There will be storm drains along the buffer. Project will go now to the full planning commission for approval on February 4, 2014.
 - Ms. Karen Berheit, a Whispering Trails resident, asked what would happen if there is additional water due to the development. Mr. Longano stated that it would need to be taken up with SD1 at that time.
 - Commissioner Heil stated that currently the plans for the storm water runoff plan have not been submitted to SD1 as of yet for evaluation. Commissioner Heil plans to meet with Sean Blake at SD1 to discuss this project. Key point...Commissioner Heil successfully got the CareSprings project and Whispering Trails project SD1 engineers to work together.
 - Next BCPC Business Meeting February 4, 2015.

Board of Adjustment

Mr. Terry Kidwell was not in attendance.

Economic Development Committee (EDC).

This Committee met on January 13th, 2015 and meeting minutes provided to City Clerk Porter. Two new members, Matt Apke and Brent Gross, are now in place. Matt Apke began to lead the EDC at this meeting. At the meeting the committee was challenged in three (3) aspects.

1. The importance of growing the city and bring new business to the city.
2. Seeing that the new Mt. Zion Road / KY 536 gets completed
3. Review and improve the Union Town Plan

Mayor Larry Solomon and Administrator Martin met with Senator John Schickel and Representative Sal Santoro for an update on the KY 536 project. Carol Callan-Ramler with Kentucky DOT would like to present an update on the progress of the project to City Commissioners at the March 2, 2015 meeting. Commissioner Heil asked if they would also be getting an update on the Rice Pike reconstruction

project as well. He stated that when he checked in October that the plans were to be completed by the first of the year. Commissioner Mefford stated the last correspondence that he had seen on this project stated they were going to meet at this next legislative session to try to get funding for this project. Currently there is no funding set aside for this project. Commissioner Heil stated this is not the information that he had received from Kentucky Transportation Cabinet District 6. Mayor Solomon stated that Administrator Martin will check with the state on this project and report to Commissioner Heil.

Public Works/Engineer Report.

City Engineer Barry Burke was not in attendance. Administrator Martin presented the Engineer Report "action items"...

Old Union Road and Clarkson Lane.

- Recap/Update As a result of an accident occurring at this intersection damaging guardrail and pavement, it was recommended that repairs be made immediately after asphalt plants open in early spring. Two bids were in consideration...1) Paul Michels Construction, Inc. \$12,150, and 2) Len Riegler Blacktop, Inc. for \$15,750.
 - Commissioner Mefford made a motion to approve Paul Michels Construction, Inc.'s bid of \$12,150. Commissioner Ramage seconded the motion. **Motion Carried by 4-0 vote.**

SD 1's Storm Water Annual Report – 2014 Co-Permittee Reporting Information.

- Mr. Burke has completed the questionnaire and has sent to the Commissioners for review before sending it back to SD1. Commissioner Ramage asked what the benefits are if the city has creek clean-up, leaf pick-up and other. Administrator Martin stated he would find out.

Administrator Martin then discussed this report "pending items"...

Storm water catch basins at 9828 Windsor Way.

- City Clerk Porter advised that the agreement to pay \$3,800 (50% reimbursement) has been processed with the Mayor's signature and returned to SD1 on January 8, 2015.

Union street repairs for FY 2015/2016.

- City Engineer Burke will be doing his annual city street observation early this coming spring, then report his findings to the Commission. Mayor Solomon asked Administrator Martin to work with Mr. Burke to ensure a fair and equitable evaluation process.
 - Commissioner Heil asked if the City Engineer considered the timing of the drive. Possibly some roads show more wear in the spring where others show more in the summer. Administrator Martin will confer with Mr. Burke.

- Commissioner Heil asked about the issue concerning the water coming over the top of sidewalks on Cedarwood Drive. This issue was tabled until the March meeting. Administrator Martin needed to confer with City Engineer Burke.

Community Building/Theatre.

Commissioner Mefford stated that there were two (2) issues with the community building. The first was an short-term issue and the second was a long-term safety issue that would require added finances to a building that already has a lot of long-term debt attached to it.

- Short-Term Issue. A building like the Community Center is prone to having mouse and rodent problems. Commissioner Mefford requested approval for the exterminator to patch and seal possible entry ways into the building and have scheduled treatment days to continuously keep unwanted critters out the building. Commissioner Mefford made a motion to continue with the current exterminator and to have someone to come in immediately to plug holes and seal where rodents could get into the building. Commissioner Ramage seconded the motion. All voted in favor. **Motion carried by 4-0 vote.**
- Long-Term Safety Issue. Commissioner Mefford stated that overall fire protection is a problem for this building. No sprinkler systems exist in the bay areas and upstairs. The current fire protection system is not adequate to allow us to tap in to use upstairs. Commissioner Ramage came up with two (2) sprinkler system options to allow for greater building safety:
 - Pertaining to the upstairs, install a dry chemical system to provide protection for a 20'X20' area. This would provide a limited amount of NFPA13 rated fire protection to use this area to safely store city records. The cost for this system is approximately \$13,000.
 - Pertaining to the entire building, upgrade the existing fire protection for the entire building. This would bring the NFPA13 rating up to code. The cost for this system will exceed \$55,000.

Commissioner Mefford stated in addition to updating the fire protection system in the building to make it NFPA13 Fire rated, if the city wishes to make the building look like a Community Center rather than a firehouse/garage (that it really is) there will need to be a tremendous amount of remodeling needed to take place. Commissioner Mefford stated that as the city continues to grow it will eventually have the need for its own public works. The question he charged the Commissioners is that should the City continue to invest into this already debt ridden building for it to be Community Center and later purchase a public works building (if the City decides to have its own public works function)? Or, should the City not make an additional large investment into this building and let it be the public works/garage it was designed to be?

Mayor Solomon opened the discussion up to the commissioners.

- Commissioner Heil stated that he had talked to Commissioner Miller after reviewing the quotes for the fire protection and Commissioner Miller was under the impression the amount of money needed to add a sprinkler system to the upstairs would be a lot less after his discussions with the Boone County Building Inspector.
- Commissioner Heil stated that the upstairs needs to have fire protection in order to store records. Mayor Solomon stated for \$55,000+ or even \$13,000, the City could rent a storage space to store city records for a lot less than these two amounts for decades to come.

From a legal standpoint, Attorney Voss stated that if the building is not up to code as it is now, it is a major concern. Commissioner Mefford stated that it is not.

Mayor Solomon stated the City needs to evaluate the incremental costs to make the Community Center up-to-code and safe to determine whether or not it is worth additional expense on top of the building's existing debt. Or, would it be a better use of City funds let the building return to being a public works/garage. He then asked how the commission wishes to proceed with the discussion. Commissioner Mefford stated he feels the commission should wait until Commissioner Miller returns and has a chance to review the recommendations and then discuss as a group.

Union Cares.

Mayor Solomon stated at this time there is nothing to report.

OLD BUSINESS.

2015 ORDINANCES.

At Mayor Solomon's request, Attorney Voss read in summary the second reading of Ordinances from the January Meeting.

Second Reading of Ordinance No. 2015-01.

An Ordinance Creating the Office of City Administrative Officer for the City of Union, Kentucky and Specifying the Powers and Duties of the Office and Compensation and Repealing All Ordinances in Conflict Herewith. Commissioner Mefford made the motion to approve the ordinance. Commissioner Heil seconded the motion. **Motion carried by 4-0 vote.**

Second Reading of Ordinance No. 2015-02.

An Ordinance of the City Of Union, Kentucky **Amending Chapter 31** "City Officials" of The City of Union, Kentucky Code of Ordinances. Commissioner Heil made the motion to approve the Ordinance and Commissioner Mefford seconded the motion. **Motion carried by 4-0 vote.**

Second Reading of Ordinance No. 2015-03.

An Ordinance **Amending Ordinance 2009-012.** Codified As Chapter 36, Specifically Section 36.30 and Section 36.31 of The City of Union, Kentucky Code of Ordinances. Commissioner Ramage made the motion to approve the Ordinance and Commissioner Heil seconded the motion. All voted in favor of Ordinance. **Motion carried by 4-0 vote.**

Second Reading of Ordinance No. 2015-04.

An Ordinance of the City of Union, Kentucky Approving the Adoption of a **Series of Zoning Text Amendments** to the Boone County Zoning Regulations. Commissioner Mefford made a motion to approve the Ordinance and Commissioner Ramage seconded the motion. **Motion carried by 4-0 vote.**

NEW BUSINESS.

Other Issues.

Union Concerned Citizens vs. the City of Union KY.

The motion is on Judge Bartlett's desk he has not made any determination as of yet and has not asked for any additional information, according to Attorney Voss.

Waste Collection.

Commissioner Mefford asked about Ordinance 2014-008 which amended the waste collection ordinance. The ordinance states that waste receptacles must have a firmly placed lids. Currently we contract with Rumpke and they provide us with the 18-gallon recycle container which does not have a lid. Attorney Voss stated the ordinance states "waste receptacles" and not "recycle receptacles" which are fairly clean.

City Engineer Contract.

Commissioner Heil asked about the contract for the City Engineer position in which the contract expires at the end of March. Mayor Solomon stated that he would like to wait until March when Commissioner Miller returns to discuss the options. Mayor Solomon stated that since most of the commission is new, there are certain pillars that the city needs to rely on, such as the Attorney, Clerk and Engineer. The option of possibly extending the contract can be discussed.

Waste Collection Contract.

Commissioner Heil stated the contract for waste removal is expiring at the end of June this year. Commissioner Mefford stated that the commission discussed this contract at the January meeting and the contract had a renewal option. Commissioner Heil stated that when the contract was bid out a couple of years ago the low bidder did not receive the contract which was within the rights of the city to do so, but it could have saved the city money. He would not be in favor of extending the contract. Administrator Martin will put together the bid specifications for this contract. City Clerk Porter stated we need to get the numbers prior to working on the budget.

2015 MUNICIPAL ORDERS AND RESOLUTIONS.

None Presented

EXECUTIVE SESSION:

None needed.

ANNOUNCEMENTS:

The next regular city business meeting is scheduled for Monday, March 2, 2015 at 7:00 p.m.

ADJOURN:

With no further business coming before the Commission, Commissioner Heil moved to adjourn the meeting at 8:30 p.m. Commissioner Mefford seconded the motion. **Motion carried by 4-0 vote.**

Signed this 2nd day of March, 2015

APPROVED:

ATTEST:

Larry Solomon, Mayor

Kathy Porter, City Clerk/Treasurer