

**MINUTES OF A MEETING
OF THE BOARD OF COUNCIL OF THE
CITY OF FORT THOMAS,
CAMPBELL COUNTY, KENTUCKY, ON
MONDAY, OCTOBER 17, 2016**

Mayor Eric Haas called the meeting of council to order at 7:00 p.m. on Monday, October 17, 2016 in the Council Chambers of the city building. City Clerk, Melissa Kelly called the roll and the following council members were present: John Muller, Ken Bowman, Lisa Kelly, Jeff Bezold, Roger Peterman and Chuck Thompson. Staff members in attendance included: City Administrative Officer Ron Dill, City Clerk Melissa Kelly, Assistant City Administrator/Finance Director Joe Ewald, City Attorney Jann Seidenfaden, Fire Chief Mark Bailey, and Police Chief Mike Daly.

Mayor Eric Haas led the Pledge of Allegiance to the flag.

Minutes

The minutes from the September 19, 2016 meeting were presented to council for consideration. A motion was made by Mr. Bowman and seconded by Mr. Thompson to approve the minutes as written. Upon call of the roll, the following members voted “aye”: Mr. Muller, Mr. Bowman, Ms. Kelly, Mr. Bezold, Mr. Peterman and Mr. Thompson. Voting “no” none. The motion passed by unanimous vote.

Visitors and Communications

Cameron Blau, candidate for Campbell County District Judge introduced himself to the mayor and council.

Melanie Powers of 118 N. Ft. Thomas Ave. addressed council. Ms. Powers is concerned about the proposed parking lot for St. Andrews Church located at the corner of Chalfonte and S. Ft. Thomas Avenue and loosing this greenspace. The Board of Adjustment will hear this case on October 25, 2016.

A letter from Nancy McEntire regarding parking on Summit Avenue dated September 30, 2016 was presented to council. A motion was made by Mr. Bowman and seconded by Ms. Kelly to refer this matter to staff. Upon call of the roll, the following members voted “aye”: Mr. Muller, Mr. Bowman, Ms. Kelly, Mr. Bezold, Mr. Peterman, and Mr. Thompson. Voting “no”: none. The motion passed by a unanimous vote.

Reports of Officers

Fire Department Monthly Report: Chief Mark Bailey: Chief Bailey presented his monthly report to council. A motion was made by Mr. Bowman and seconded by Mr. Muller to receive and file the fire department’s monthly report. Upon call of the roll, the following members voted “aye”: Mr. Muller, Mr. Bowman, Ms. Kelly, Mr. Bezold, Mr. Peterman and Mr. Thompson. Voting “no” none. The motion passed by unanimous vote.

Police Department Monthly Report: Chief Mike Daly: Chief Daly presented his monthly report to council. A motion was made by Mr. Thompson and seconded by Mr. Bowman to receive and file the police department's monthly report. Upon call of the roll, the following members voted "aye": Mr. Muller, Mr. Bowman, Ms. Kelly, Mr. Bezold, Mr. Peterman and Mr. Thompson. Voting "no" none. The motion passed by unanimous vote.

City Administrator's Report: Ron Dill: Ron Dill did not have anything additional to report.

2016 Capital Improvement Program Update: Riegler Blacktop Co. is scheduled to commence resurfacing operations the week of October 17th.

The other project in the 2016 program includes two pier wall sections adjacent to Waterworks Road. Smith Construction is the contractor on this project and they begin construction on Monday October 17th. This construction is scheduled for a duration of approximately six weeks with full closure of Waterworks Road necessary through most of the construction period.

Health Insurance Committee: It's that time of year where our employee health insurance committee reviews potential healthcare benefits. We are working with Carolyn Dean, Crawford Insurance, on open enrollment to receive bids from providers for consideration. Per contract terms this committee will be making recommendation on plans/providers to staff and analysis and recommendation will be forwarded to council before the end of the year.

Budgeted City Projects Update: The roof covering on the Public Works Building (garage) was completed a couple of weeks ago. This work replaces the original roof covering installed in 1992 and was performed by Mr. Roof contracting for \$18,414.35.

Another project budgeted in '16-'17 is the remodel of bathrooms in the living quarters of the Fire Department. CT Consultants architect Jeffrey Facker is working on design & bid documents and this project should go out for bid in early November.

Visioning Process Update: City Council participated at the visioning session last Monday, it was very exciting and productive. We have scheduled the next session with city staff to occur on Tuesday October 25th. The third session with our facilitators will be scheduled for mid November and will include specific stakeholders and residents. The consulting team will tentatively be prepared to provide their summary and findings at the December council meeting.

Sanitation District Update: Sanitation District has updated their drawings for the Vernon Lane phase II project. Phase II will begin this week and tentatively be completed in April or May next year.

Merchants and Music: Merchants and Music was fantastic this year once again. Ron thanked Debbie Buckley and her volunteer base for putting on a great event.

New Business

Consideration of Bids – Pier Walls on Tower Hill Road: As reported previously, we have experienced additional slippage at two sections on Tower Hill Road and intended to solicit bids for this repair. Two bids were received and read on October 7th with Smith Construction submitting low bid. The project was bid with the base bid for the slide located closest to Watch

Point Drive and an alternate bid for the section located downhill from the base bid slide. Additionally, alternate bids were submitted that would replace steel I beams with a caged steel design. It is recommended that Alternate No.1 in the amount of \$46,961.25 be accepted for the base bid slide location. Additionally, given the historic propensity for slides on Tower Hill Road to accelerate rapidly, it is recommended that Alternate No. 3 in the amount of \$43,101.60 be accepted for the second (downhill) slide location. Total bid award: \$90,062.85.

It should be noted that Smith Construction is currently under contract and performing piers on Waterworks Road and may be able to follow immediately to Tower Hill Road.

A motion was made by Mr. Bowman and seconded by Ms. Kelly to approve the bid from Smith Construction, Alternate 1 and Alternate 3 in the total amount of \$90,062.85. Upon call of the roll, the following members voted “aye”: Mr. Muller, Mr. Bowman, Ms. Kelly, Mr. Bezold, Mr. Peterman and Mr. Thompson. Voting “no” none. The motion passed by unanimous vote.

Review of City Personnel Policy and Procedures Manual: City staff has performed a comprehensive review of this document. The process included discussion with all department heads and review by legal counsel. The document was last updated and adopted by City Council in February 2007 and is therefore about ten years dated. Staff is requesting that the document be referred to the Law, Labor License Committee of Council for review and recommendation. A motion was made by Mr. Bowman and seconded by Ms. Kelly to refer this matter to the Law, Labor, and License committee which will meet on November 21st at 6:15 p.m.

Request for Vacating Right-of-Way on Tower Place: Mr. Chuck True, 114 Tower Place has requested a portion of right of way be vacated that is located behind his residence at the terminus of the street. He has a non-conforming detached structure located at end of this right of way that is in need of repair. Obtaining the property would allow him to repair or rebuild this structure. The subject portion of right-of way is unimproved (no pavement) but does support public storm sewers. Staff is comfortable with the requested vacating of this portion of ROW with a couple of restrictions. It must leave sufficient ROW to construct a proper “T” turnaround in accordance with city street program policy and it must contain easement for existing storm sewer and future connection from street terminus to the existing storm sewer.

This type of request requires agreement from affected property owners and authorization for city legal council to prepare (at owner’s expense) all deeds, plats recording, fees and other expenses necessary to meet legal transfer of said property. A motion was made by Mr. Peterman and seconded by Mr. Bowman to approve the vacating of the Right-of-Way on Tower Place and authorize legal council with the preparation of the documents. Upon call of the roll, the following members voted “aye”: Mr. Bowman, Ms. Kelly, Mr. Bezold, Mr. Peterman and Mr. Thompson. Voting “no” none. Abstained: Mr. Muller. The motion passed.

Consideration for Sanitary Sewer Easement: The City has received a request for grant of easement across city-owned property on Mary Ingles Hwy. (Route 8). The subject property is approximately 166 feet deep from Route 8 to the property owned by John & Sara Ellison and Andrew & Molly Ellison which fronts on Riverside Parkway. The purpose of the easement would be to locate private sanitary sewer laterals for the construction of two new single family residences on their respective properties. Staff has performed an onsite inspection of the proposed location to insure construction would not require removal of trees and has commissioned an appraisal to determine value of the easement area.

The applicant would be required to compensate the city in the amount of \$930.00 for the fair market value of the easement and will be required to reimburse for all expenses related to legal document preparation, recording, fees, appraisal cost and other related fees necessary to complete the transaction. A motion was made by Mr. Peterman and seconded by Mr. Thompson

to approve the sanitary sewer easement and to authorize the mayor to sign the easement documents. Upon call of the roll, the following members voted “aye”: Mr. Muller, Mr. Bowman, Ms. Kelly, Mr. Bezold, Mr. Peterman and Mr. Thompson. Voting “no” none. The motion passed by unanimous vote.

Finance Committee Report on Disbursements: The Finance Committee presented its Report of Disbursements and recommended the payment of warrants numbered 302674 through 302698 (BB&T) and 1001 through 1118 (Fifth Third) for the period of **September 20 – October 17, 2016.** A motion was made by Mr. Bowman and seconded by Mr. Thompson to concur in the recommendation of the Finance Committee. Upon call of the roll, the following members voted “aye” – Mr. Muller, Mr. Bowman, Ms. Kelly, Mr. Bezold, Mr. Peterman and Mr. Thompson. Voting “no” none. The motion passed by unanimous vote.

Ordinances, Resolutions, and Orders

None.

A motion was made by Mr. Peterman and seconded by Mr. Bezold to enter into executive session for the following reasons:

- 1) In accordance with KRS section 61.810 (b) – for deliberations on the future acquisition or sale of real property by a public agency; and
- 2) In accordance with KRS section 61.810 (c) – for discussion of proposed or pending litigation against or on behalf of the City.

A motion was made by Mr. Bowman and seconded by Ms. Kelly to reconvene the council meeting.

V.A. Homes: A motion was made by Mr. Bowman and seconded by Mr. Thompson to authorize the Mayor to sign the updated Memorandum of Agreement with the V.A.

With no further business, a motion was made by Mr. Bowman and seconded by Mr. Peterman to adjourn the meeting.

APPROVED:

Eric Haas, Mayor

ATTEST:

Melissa K. Kelly, City Clerk