

**MINUTES OF A MEETING  
OF THE BOARD OF COUNCIL OF THE  
CITY OF FORT THOMAS,  
CAMPBELL COUNTY, KENTUCKY, ON  
MONDAY, DECEMBER 18, 2017**

Mayor Eric Haas called the meeting of council to order at 7:00 p.m. on Monday, December 18, 2017 in the Council Chambers of the city building. City Clerk, Melissa Kelly called the roll and the following council members were present: David Cameron, Ken Bowman, Lisa Kelly, Jeff Bezold, Roger Peterman and John Slawter. 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 Lieutenant Rich Whitford.

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

**Minutes**

The minutes from the November 20, 2017 meeting were presented to council for consideration. A motion was made by Mr. Bowman and seconded by Ms. Kelly to approve the minutes as written. Upon call of the roll, the following members voted “aye”: Mr. Cameron, Mr. Bowman, Ms. Kelly, Mr. Bezold, Mr. Peterman and Mr. Slawter. Voting “no” none. The motion passed by unanimous vote.

**Visitors and Communications**

Beverly Erschell of 84 Shaw Lane addressed council. Mrs. Erschell thanked council on moving forward with the deer sterilization program and submitted the donations that have been collected. Mayor Haas thanked Mrs. Erschell and noted that he appreciated everyone’s involvement in this and thinks the city is heading in the right direction. Ron Dill noted that this should be referred to the Law Labor and License Committee 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 of Council. Upon call of the roll, the following members voted “aye”: Mr. Cameron, Mr. Bowman, Ms. Kelly, Mr. Bezold, Mr. Peterman and Mr. Slawter. Voting “no” none. The motion passed by unanimous vote.

**Reports of Officers**

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

**Police Department Monthly Report for October: Lt. Rich Whitford:** Lt. Rich Whitford presented the monthly report for November to council. A motion was made by Mr. Bowman and seconded by Mr. Slawter to receive and file the police department’s monthly report. Upon call of the roll, the following members voted “aye”: Mr. Cameron, Mr. Bowman, Ms. Kelly, Mr. Bezold, Mr. Peterman and Mr. Slawter. Voting “no” none. The motion passed by unanimous vote.

## **City Administrator's Report: Ron Dill:**

### **Personnel Changes:**

**Retirement** – Jennifer Machesney, Purchasing Agent/ABC Coordinator has announced her intention to retire from the city effective December 31<sup>st</sup>. Jennifer has served in this role for about 17 years and obviously has held positions at other agencies within the pension system that allowed her reach retirement eligibility. We wish her all the best in her retirement!

**Promotions in Police Department** – The Public Safety Committee met with candidates on Tuesday December 12th for oral interviews as the final step for promotion of one Lieutenant and one Sergeant. The three (3) candidates for lieutenant and ten (10) candidates for sergeant had also submitted written request for consideration, performed written testing and were subject to peer evaluation. The committee recommended Sgt. Chris Carpenter for the position of Lieutenant and Det. Adam Noe for the position of Sergeant. They will be present at the meeting in January for their badge pinning.

**2017 Street Program Inspection:** Public street inspection for the 2017 program was performed on Tuesday December 5<sup>th</sup> beginning at 4:30 pm. The Public Works Committee of Council inspected the streets with the city staff, engineer and contractor on-site. There were no residents that approached the contingent during inspection however, there were several issued addressed to the contractor for repair. These items will be completed by the contractor before final payment is authorized. Based on this inspection, staff was directed to compile final costs and prepare apportionment ordinances necessary for assessments.

**Burnet Ridge Update:** Repairs were successfully completed on Nov 30/Dec 1<sup>st</sup> that will control storm water and provide temporary stabilization of the area in anticipation of project completion in 2018. The bid documents are available with a bid opening scheduled for December 21<sup>st</sup>. The project scope remains unchanged and the deadline for completion is June 30, 2018. Bids will be available for consideration/award by council at the Jan 16<sup>th</sup> meeting.

**Armory/Mess Hall Restoration:** The bid documents for the tuck-pointing, painting, gutter repair and roofing on the Armory and Mess Hall structures are being prepared by CT Consultants. Funds in the amount of \$300,000 were appropriated in the current budget. The project is slated for a bid window in January and bid opening in early February with an anticipated Spring '18 start for improvements.

**Bucket Truck Purchase:** The city has purchased a 2008 Chevrolet bucket truck for use in our Public Works Department.

### **New Business**

**Consideration of Employee Insurance Package:** The Employee Insurance Committee met several times beginning in late October to review plan proposals from United Healthcare and Humana. Alternatives were sought to United's proposed 17% renewal increase of the existing plan. Humana was the only other provider to quote a comparable plan and it represented a 44.03% increase in cost.

The committee reviewed both proposals and plan designs with the intent of (1) providing quality insurance to all eligible employees; and (2) keeping costs within budget parameters.

Currently, the city provides the United Healthcare Choice Plus Balanced DSE or the JTO Balanced 100BN (Core Plans). After much thoughtful deliberation, the Committee respectfully and unanimously recommends the following:

1. That the City adopts the United Healthcare Choice Plus Balanced DSM with deductibles of \$1,500 single and \$3,000 family (20% coinsurance) and the Balanced 100 Rx16 with deductibles of \$3,000 single and \$6,000 family (0% coinsurance). And copays for prescription drugs would be as follows:

			DSM	JTO
Tier 1	\$10	to	\$10	\$15
Tier 2	\$35	to	\$35	\$40
Tier 3	\$60	to	\$60	\$70

2. That with two core plan options that no “buy-up” options be offered to avoid minimum registration requirements required for each plan offered.
3. That the City maintains Dental Care Plus which offers the best Provider base and is offered at an 8% decrease from the previous year’s rate.
4. That total employee insurance cost proposed is 12.7 % above last year’s total cost and that the City will institute employee payroll deductions that offset 5% of overall insurance costs, effectively bringing the city’s increase to **7.7%**

A motion was made by Mr. Bowman and seconded by Mr. Bezold to approve the City Employee Insurance Package. Upon call of the roll, the following members voted “aye”: Mr. Cameron, Mr. Bowman, Ms. Kelly, Mr. Bezold, Mr. Peterman and Mr. Slawter. Voting “no” none. The motion passed by unanimous vote.

**Consideration of Amendment to Development Agreement with Bloomfield/Schon:** There were deadline provisions for the closing on Private Financing and approval of the Stage II Development Plan that would expire before the close of the calendar year. Additionally, the agreement outlines provision for initiating construction of the project.

The developer has secured the IRB financing and they have obtained a commitment for other private financing; however, they are finalizing project costs before they can close on that portion of financing. They have worked closely with staff to determine site costs and design for the stage II development plan that will be submitted to the Planning Commission. They have also worked with staff for their submittal to the Design Review Board scheduled for review on Jan.3<sup>rd</sup>.

A motion was made by Mr. Peterman and seconded by Mr. Bowman to authorize Mayor Haas to sign an amendment extending the finalization of the Development Agreement to March 31, 2018. Upon call of the roll, the following members voted “aye”: Mr. Cameron, Mr. Bowman, Ms. Kelly, Mr. Bezold, Mr. Peterman and Mr. Slawter. Voting “no” none. The motion passed by unanimous vote.

**Consideration of the 2018 Street Resurfacing/Capital Program:** The Public Works Committee of Council met with staff on Tuesday December 5<sup>th</sup> to review and consider options for the 2018 street/capital program. The committee met earlier than usual due to the recommendation from staff for the total replacement of Pentland Place, Sabre Court and David Drive and the potential timing for the project. It is anticipated that the required public hearing and bid process would occur early in 2018. This would allow for the construction on this project

when school is not in session over the summer to minimize traffic issues. Ken Bowman reported the recommendation as follows:

Honorable Mayor and Board of Council:

We the undersigned members of the Public Works Committee of Council hereby report that we have met with city staff on Tuesday, December 5, 2017 to review and develop the city's 2018 Capital Improvement Program. While there were many streets considered for improvement, limited available resources restricted the number of streets that could be included in this year's recommended program.

The recommended 2018 street improvement program includes the following streets:

1. Pentland Place
2. Sabre Court
3. David Drive

The plan calls for a complete removal and reconstruction of these streets, gutters and storm sewer inlets and placement of a granular subgrade with trench drainage under the new pavement.

The streets in this program would be subject to a special assessment to abutting property owners on a 60%-city, 40%-property owner cost-sharing basis for Pentland Place because it is classified as a collector street, other streets in the program would be on a 50%-50% cost share basis. This cost share is based on the equivalent cost of a traditional street resurfacing project. Revenue from special assessments to abutting property owners is estimated to generate approximately \$29,000.

The Capital Program continues implementation of the City's adopted sidewalk replacement program with the replacement of deteriorated sidewalks, and driveway aprons along portions of the recommended streets and other selected streets within the program at an estimated cost of \$30,000.

The Capital Program also appropriates funds in the amount of \$30,000 for planned/potential storm sewer inlet replacement project (s) that will be leveraged under the SD #1 50/50 cost share program.

The Capital Program Budget also reserves adequate contingency funds for emergency repairs to other city-owned infrastructure and miscellaneous expenses.

The total estimated cost for the 2018 Capital Improvement Program and related fund activity is \$735,000 apportioned as follows:

- |                                   |           |
|-----------------------------------|-----------|
| • Roadway Improvements            | \$640,000 |
| • Sidewalks                       | \$ 30,000 |
| • Storm Sewer cost-share projects | \$ 30,000 |
| • Contingency / Miscellaneous     | \$ 10,000 |
| • Engineering – CT Consultants    | \$ 25,000 |

The Public Works Committee of Council recommends that the Board of Council adopt and approve this committee report and direct staff to proceed with additional planning and preparation for the 2018 Capital Improvement Program.

A motion was made by Mr. Peterman and seconded by Ms. Kelly to accept the recommendation from the Public Works Committee of Council regarding the 2018 Street Resurfacing Program. Upon call of the roll, the following members voted “aye”: Mr. Cameron, Mr. Bowman, Ms. Kelly, Mr. Bezold, Mr. Peterman and Mr. Slawter. Voting “no” none. The motion passed by unanimous vote.

**Report from the Law Labor and License Committee re: Vacant Property:** The Law Labor and License committee met prior to the council meeting at 6:15 p.m. to discuss vacant property ordinances. David Cameron reported that the committee reviewed and discussed several ordinance options. The recommendation of the Law Labor and License committee is to direct city staff and the city attorney to research the ordinance in more detail and give more insight into how this ordinance would affect certain properties in Fort Thomas. The committee will likely meet again on this matter in the next couple of months.

**Finance Committee Report on Disbursements:** The Finance Committee presented its Report of Disbursements and recommended the payment of warrants numbered 3051-3176 for the period of **November 21 – December 15, 2017** was presented to council for consideration. A motion was made by Mr. Bowman and seconded by Mr. Slawter to concur in the recommendation of the Finance Committee. Upon call of the roll, the following members voted “aye”: Mr. Cameron, Mr. Bowman, Ms. Kelly, Mr. Bezold, Mr. Peterman, and Mr. Slawter. Voting “no” none. The motion passed by unanimous vote.

### **Ordinances, Resolutions, and Orders**

**Ordinance O-12-2017:** An ordinance amending the Official Zoning Ordinance to allow digital signage as a permitted use within zones R-1AA, R-1A, R-1B, R-1C, R-1D, R-2, R-3, R-5, and RCD zoning districts was presented to council for consideration. A motion was made by Mr. Bowman and seconded by Mr. Slawter to approve ordinance O-12-2017. Upon call of the roll, the following members voted “aye”: Mr. Cameron, Mr. Bowman, Ms. Kelly, Mr. Bezold, Mr. Peterman, and Mr. Slawter. Voting “no” none. The motion passed by unanimous vote.

**Resolution R-07-2017:** A resolution regarding an agreement pertaining to the N. Ft. Thomas Sidewalk Project was presented to council for consideration. A motion was made by Mr. Peterman and seconded by Mr. Bowman to approve resolution R-07-2017. Upon call of the roll, the following members voted “aye”: Mr. Cameron, Mr. Bowman, Ms. Kelly, Mr. Bezold, Mr. Peterman, and Mr. Slawter. Voting “no” none. The motion passed by unanimous vote.

**Municipal Order MO-09-2017:** A municipal order re-appointing Tom Fernandez as a member of the Board of Adjustment. A motion was made by Mr. Bowman and seconded by Mr. Bezold to approve municipal order MO-09-2017. Upon call of the roll, the following members voted “aye”: Mr. Cameron, Mr. Bowman, Ms. Kelly, Mr. Bezold, Mr. Peterman, and Mr. Slawter. Voting “no” none. The motion passed by unanimous vote.

**Executive Order EO-13-2017:** An executive order appointing Chris Carpenter to the position of Police Lieutenant was presented to council with no action necessary.

**Executive Order EO-14-2017:** An executive order appointing Adam Noe to the position of Police Sergeant was presented to council with no action necessary.

**Executive Order EO-15-2017:** An executive order re-appointing Mark Thurnauer as a member of the Design Review Board was presented to council with no action necessary.

**Executive Order EO-16-2017:** An executive order re-appointing Barb Thomas as a member of the Design Review Board was presented to council with no action necessary.

**Executive Order EO-17-2017:** An executive order appointing Joe Ewald as the ABC Administrator for the City of Ft. Thomas was presented to council with no action necessary.

With no further business to come before council, the meeting was adjourned.

APPROVED:

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Eric Haas, Mayor

ATTEST:

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Melissa K. Beckett, City Clerk