

**MINUTES OF A MEETING
OF THE BOARD OF COUNCIL OF THE
CITY OF FORT THOMAS,
CAMPBELL COUNTY, KENTUCKY, ON
MONDAY, DECEMBER 19, 2016**

Mayor Eric Haas called the meeting of council to order at 7:00 p.m. on Monday, December 19, 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 November 21, 2016 meeting were presented to council for consideration. A motion was made by Mr. Bowman and seconded by Mr. Peterman 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.

Reports of Officers

Fire Department Monthly Report: Chief Mark Bailey: Chief Bailey presented his monthly report to council. Chief Bailey noted that the fire department had received a grant for 130K to purchase 22 new sets of Self Contained Breathing Apparatus (SCBA’s) for the firefighters. The final cost to the city will be \$7,775. We congratulate the fire department on obtaining this grant. A motion was made by Mr. Bowman and seconded by Ms. Kelly 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. Chief Daly noted that we have hired Wayne Dutle, a new lateral police officer from the City of Newport. Mr. Dutle has 5 years experience on the force with Newport and started today. The police department will be giving the recruit test on February 25, 2017 at 8:00 a.m. at Highlands Middle School Cafeteria. A motion was made by Mr. Bowman and seconded by Mr. Bezold 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:

2016 Street Program Inspection: The Public Works Committee of Council met with city staff, City Engineer Frank Twehues, and Reigler Blacktop Co. representatives to perform a public inspection of the improvements on Tuesday December 6th. This inspection revealed satisfactory

completion of the project. The contingent was approached by one individual on Barrett Drive who had a drainage concern that has already been addressed by city crews. One subsequent call was received that referenced missed crackseal on a couple of locations along the curb on Gaddis. This item will be addressed by Reigler. The City Engineer will calculate the actual construction costs and forward to staff so they can proceed with special assessment bills that will be issued around March 1st. The project came in under the original estimated cost.

VA Homes Update: The cost estimates for the environmental cleanup have been forwarded to the VA and are currently being reviewed. The VA is also in the process of preparing a quit claim deed for the property. Next scheduled conference with VA is mid January. Staff met with developers and both parties are working on cost estimates and working toward contract terms.

City Entrance Signage: Elsmere Ironworks has produced the “model” sign that was required before the remainder of signs would be approved for fabrication. Debbie Buckley and I visited their shop this week and performed inspection of this sign. The quality was outstanding and the detail work is very credible. We did sign off on production of the remainder of the order. Elsmere Ironworks indicated that signs would likely be completed by the end of January.

Crosswalk Signage: The crosswalk signs are installed at Ruth Moyer School. Ron Dill asked Chief Daly if he would send an officer to Ruth Moyer to educate the students on how the crosswalk works so that they do not run out in the street without looking. Chief Daly noted that he would send Zac Rolpher to talk to the students.

Old Business

Request for vacating of Bonnie Lane Right-of-Way: Steve & Sharon Schomaker requested consideration of vacating of right of way at the terminus of Bonnie Lane. Staff has researched our ordinances, subdivision regulations, and legal precedents to provide opinion of action regarding this request. The request is to close approximately 100 feet of unimproved right of way that fronts on property owned by the Schomakers on the north side and Steve & Bonnie Burke (88 Bonnie Lane) on the south side.

The issue is whether this vacating of right of way is in the “best interest of the public”. To that end, the city has adopted Official Subdivision Regulations to help guide this type of planning. Upon review of this document, Section 6.0 B. Street Extension: (2) -Adjacent Property, provides *“where adjoining areas are not subdivided and are appropriate for future subdivision, arrangement of streets in new subdivisions shall make provision for proper projection of streets to those adjoining areas in a manner which shall provide for the practical development of the adjacent property”* Vacating of the requested right of way would eliminate the provision for projection of Bonnie Lane to serve adjacent properties beyond Schomaker/Burke.

Further, legal counsel is of the opinion that vacating this right of way could deny adjoining property owners located within the corporate boundaries of Fort Thomas from direct access thus creating potential cause for action against the city.

It is for these two reasons, staff is recommending denial of the request for closure (vacating) of this section of the existing Bonnie Lane right of way. A motion was made by Mr. Muller and seconded by Mr. Thompson to deny the request to close the R.O.W. at the bottom of Bonnie Lane. 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.

Request for No Parking on a portion of Summit Avenue: The city received a request from Nancy McEntire of Willow Lane, requesting parking be limited to “one side only” on the block of Summit Avenue, from Grand Ave. to Avon Place. This matter was referred to staff for further study. Staff has monitored the conditions in this area through on-site visits over the last two months to determine parking demands and traffic patterns. Although street widths often require maneuvering of on-coming vehicles to defer to the curb lane to allow passage, this dynamic must be weighed against the benefit of on-street parking. In the subject area, parking on both sides does require this type of maneuvering however, the volume of traffic is at low/moderate levels and so these conflicts are generally manageable. The moderate level of conflicts, coupled with the “no parking” on Grand Ave. does inhibit the notion of eliminating any on-street parking. Based upon the existing conditions, it appears that the immediate measure to be considered is to extend the no parking from the intersection of Grand Ave onto Summit Ave. on the inbound lane for a distance of approximately sixty (60) feet to allow for deceleration of the 35 MPH (Grand Ave.) and to allow for stacking at the light (from Summit Ave). Staff is recommending implementation of this change. Further removal of parking is not recommended at this time. A motion was made by Mr. Bowman and seconded by Mr. Bezold to implement the measure of extending the no parking from the intersection of Grand Ave. onto Summit Ave. on the inbound land for a distance of approx. sixty (60) feet. 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.

Request for Concert/Festival in Tower Park: This item was referred to staff and Mayor Haas/Councilmember Muller for study of costs associated with providing venue and safety/maintenance personnel for a concert/festival event at the amphitheatre in Tower Park. Discussion centered around the “real cost” for expenses proposed (i.e. tent rental), resource costs (use of city personnel) and “lost revenue cost” (community center/shelter/venue rental). Staff provided a summary of these cost and categorized them based on scale of event. These costs were shared with Mayor Haas and Mr. Muller. Based upon the findings, it is recommended that the City partner to offer this event as a public event, supported by the city only through venue and supporting personnel with no direct outlay of capital funds. The recommendation is to authorize the Mayor to sign a revised MOA that reflects this level of participation.

Finance Committee Report on Disbursements: The Finance Committee presented its Report of Disbursements and recommended the payment of warrants numbered 1278-1374 for the period of **Novmeber 19 – December 19, 2016.** A motion was made by Mr. Bowman and seconded by Ms. Kelly 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

Ordinance No. O-12-2016: An ordinance regarding the adoption of a comprehensive update of the City’s Personnel Policy and Procedures Manual was presented to council for consideration. A motion was made by Mr. Peterman and seconded by Mr. Bezold to approve Ordinance O-12-2016. 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.

Municipal Order MO-10-2016: A Municipal Order appointing Roger Peterman as the Board of Council representative to the Ohio-Kentucky-Indiana (OKI) Council of Governments was presented to council. A motion was made by Mr. Peterman and seconded by Mr. Bezold to approve MO-10-2016. 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.

Municipal Order MO-11-2016: A Municipal Order re-appointing Michael Federle as a member of the Fort Thomas Board of Ethics was presented to council. A motion was made by Mr. Muller and seconded by Mr. Thompson to approve MO-11-2016. 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.

Municipal Order MO-12-2016: A Municipal Order re-appointing Mark Leopold as a member of the Fort Thomas Tree Commission was presented to council. A motion was made by Mr. Bowman and seconded by Mr. Bezold to approve MO-12-2016. 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.

Executive Order EO-15-2016: An Executive Order re-appointing Brian Sand as a member of the Renaissance Board. No action required.

Executive Order EO-17-2016: An Executive Order re-appointing Tracy Davis as a member of the Renaissance Board. No action required.

Executive Order EO-18-2016: An Executive Order re-appointing Linda Sloan as a member of the Renaissance Board. No action required.

Executive Order EO-19-2016: An Executive Order appointing Wayne Duple to the position of Patrolman in the Fort Thomas Police Department. No action required.

Executive Session: Staff is requesting council to enter into executive session for the following purpose:

- 1) In accordance with KRS section 61.810 (b)- for deliberation of the future acquisition or sale of real property by a public agency.

Staff will provide details of a potential acquisition opportunity that is related to the City’s adopted comprehensive plan.

A motion was made by Mr. Peterman and seconded by Mr. Bowman to adjourn in to executive session.

A motion was made by Mr. Bowman and seconded by Mr. Thompson to reconvene the meeting.

Mayor Haas thanked John Muller for serving on council and spearheading the crosswalk initiative at Moyer. He also thanked Chuck Thompson for filling Adam Meier’s seat and finishing off his term. John and Chuck will be greatly missed.

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