

**MINUTES OF A MEETING  
OF THE BOARD OF COUNCIL OF THE  
CITY OF FORT THOMAS,  
CAMPBELL COUNTY, KENTUCKY, ON  
MONDAY, APRIL 16, 2018**

Mayor Eric Haas called the meeting of council to order at 7:00 p.m. on Monday, April 16, 2018 in the Council Chambers of the city building. City Clerk, Melissa Beckett 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 Chief Mike Daly.

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

**Minutes**

The minutes from the March 19, 2018 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**

Lance Borden of 50 Highview Drive addressed council. Mr. Borden presented his Eagle Scout project to council. Mr. Borden would like to construct a Gaga Ball pit in Highland Park. Several of the council members asked with what the pit would be constructed. Mr. Borden noted that it would be a wood frame with either mulch or gravel on the inside. A motion was made by Mr. Bowman and seconded by Ms. Kelly to approve the Eagle Scout project to install a Gaga Ball pit in Highland Park. Staff will work with Mr. Borden to secure a location. 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.

**Fire Department 2017 Annual Report: Chief Mark Bailey:** Chief Mark Bailey presented his annual report to council. Mr. Peterman asked about the county-wide radio system. Chief Bailey gave an overview of the status of the project. A motion was made by Mr. Bowman and seconded by Ms. Kelly to receive and file the Fire Department 2017 Annual 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 2017 Annual Report: Chief Mike Daly:** Chief Mike Daly presented his annual report to council. A motion was made by Mr. Bowman and seconded by Ms. Kelly to receive and file the Police Department 2017 Annual 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.

## **Reports of Officers**

**Fire Department Monthly Report for March: Chief Mark Bailey:** Chief Bailey presented his monthly report for March to council. A motion was made by Mr. Peterman 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 March: Chief Mike Daly:** Chief Daly presented the monthly report for March to council. A motion was made by Mr. Peterman 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:**

**Burnet Ridge Stabilization Project:** This project has been delayed awaiting Duke Energy to relocate their utility pole. Smith Construction has already mobilized to the site and will initiate construction immediately upon utility relocation and pending weather.

**Mess Hall/Armory:** The pre-construction meeting for the Mess Hall/Armory renovations is scheduled for Tuesday 4/17.

**Deer Contraception:** Mayor Haas and Ron Dill met with representatives from the Department of Fish & Wildlife and discussed state requirements for initiating this type of plan. They were able to ascertain details necessary to approach the state for consideration under 301 KAR 4:110. Mr. Dill has also had extensive conversations with affiliated agencies in other parts of the country regarding programs, resources, and providers for the possibility of a contraception and/or sterilization program. Mr. Dill is summarizing this information for consideration of the committee and anticipates having sufficient research, review and recommendation for a committee meeting in May.

**N. Ft. Thomas Ave. Sidewalk Project:** The sidewalk project on N. Ft. Thomas Avenue has many requirements that must be met before construction can occur. This project will likely be bid out in the Spring of 2019. Citizens will be updated and the city will conduct a public hearing sometime in the Fall of 2019.

## **New Business**

**Consideration of Street Reconstruction Bids -2018 Capital Program:** The City opened public bids for the 2018 Capital Street/Sidewalk Program on Thursday April 12, 2018. This project includes the reconstruction of David Drive, Pentland Place, and Sabre Court and was bid with the NKWD water line replacement for Pentland Place. The water main replacement portion of the project will be financed by the NKWD and their contractor will be assigned to the successful street contractor hired by the city who will act as the "general contractor" for the entire project. There were four (4) bidders for the street reconstruction project with bids ranging from Eaton Asphalt \$560,214.25 (lowest) to Michels Construction at \$664,771.75. The engineer's estimate provided by CT Consultants was listed at \$620,500. The apparent low bidder for the water main replacement is Michels Construction at \$199,144 who will have to be accepted by the NKWD and assigned as a subcontractor to Eaton Asphalt.

A motion was made by Mr. Bowman and seconded by Mr. Peterman to accept the low bid from Eaton Asphalt in the amount of \$560,214.25. 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 Road Stabilization Bids – Maine Avenue:** There are two slide areas that have developed adjacent to Maine Ave as it abuts the parallel creek line. These slide areas are both approximately 35 feet long and within one hundred feet of each other. Rob Hans, CT Consultants has made an engineer’s assessment and recommendation to utilize drilling T-rails into bedrock with installation of guardrail lagging and granular backfill. The City received a proposal for drilled shaft piers with drilled plug-shafts from Scherzinger Drilling at a cost of \$56,000, a bid from Henneke Drilling LLC for the requested engineer’s design at \$15,004 and an undefined bid for installation of “gabian baskets” to stabilize the slide areas. The gabian basket approach would not work in this application because it would encroach too far into the creek flow line. The engineer’s recommended design takes into account all factors present and is the preferred method for addressing this slide area(s) and is the most economical at \$15,004.00. A motion was made by Mr. Bowman and seconded by Ms. Kelly to accept the bid from Henneke Drilling LLC in the amount of \$15,004. 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 Bids for Payroll Administration:** The city has solicited companies for professional services for administration of payroll. Since Jennifer Machesney retired from the Finance Department in December 2017, the city has managed the first quarter of 2018 utilizing existing staff to evaluate the volume of work and distribution of responsibilities within the Finance Department. The city is working toward the concept of eliminating the purchasing Agent position previously held by Jennifer, outsourcing certain functions, reassigning existing staff, and creating other efficiencies within the department. An important first step in this process is the outsourcing of payroll administration.

Staff has determined that the processes involved can be more efficiently managed and coupled with other changes, will provide savings to the City. This type of provider also offers additional services related to finance that could be considered in the future if it produced economical and functional advantages to our operation. The best bid was received from PayCor Payroll Services. A motion was made by Mr. Peterman and seconded by Mr. Bowman to accept the offer from PayCor to service the city’s payroll. 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-04-2018:** Second Reading of an Ordinance requiring registration of certain vacant structures in the city was presented to council. This ordinance is forwarded with recommendation for approval from the Law Labor License Committee of Council. A motion was made by Mr. Bowman and seconded by Mr. Slawter to approve Ordinance O-04-2018. 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.

**Ordinance O-05-2018:** First Reading of an ordinance establishing a Code Enforcement Board was presented to council. This ordinance will be laid over to the next regular meeting of council for consideration.

**Municipal Order MO-03-2018:** A Municipal Order re-appointing Mike Rice as a member of the Tree Commission for a two year term was presented to council. A motion was made by Mr. Peterman and seconded by Mr. Bowman to approve Municipal Order MO-03-2018. 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.

**Municipal Order MO-04-2018:** A Municipal Order appointing Jeff Mohr as a member of the Tree Commission for a two- year term was presented to council. A motion was made by Mr. Bowman and seconded by Ms. Kelly to approve Municipal Order MO-04-2018. 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.

**Building Safety Month:** A Proclamation declaring May as Building Safety Month in the City of Fort Thomas and supporting activities involving awareness of building safety in our built environment 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