

Commission Meeting
December 13th, 2017
7:00 p.m.

City of Taylor Mill REVISED Agenda

CALL TO ORDER:

INVOCATION/PLEDGE OF ALLEGIANCE: Mayor Bell and Commissioner Peace.

MINUTES: Minutes from the November 8, 2017 Commission Meeting.

GUESTS: Hazel and Jeff King – Pets Plus.
Erica Shadoin – TM McDonalds Owner/Operator.

LEGISLATION: **Resolution** recognizing Hazel and Jeff King as they retire (Pets Plus).
Resolution recognizing Terry Foster's 60th Birthday.
Proclamation recognizing School Choice Week.
1st Reading of an Ordinance in regards to the Employee Classification Plan.

UNFINISHED BUSINESS: Short Term Rentals Regulations of Residential Property – Update.

NEW BUSINESS: *PDS 2018 Council Appointments.
*OKI 2018 Board of Directors Appointment.
*Emp Appreciation Turkey/Ham Holiday Certificates.

BUILDING & ZONING:

DEPARTMENT REPORTS: City Administrator. Legal Counsel.
Administration. Maintenance.
Engineering. Parks & Recreation.
Finance. Police.
Fire.

SPECIAL ANNOUNCEMENTS:

EXECUTIVE SESSION:

ADJOURNMENT:

**City of Taylor Mill
COMMISSION MEETING
Wednesday, December 13, 2017**

CALL TO ORDER:

The meeting was called to order at 7:00 p.m. by Mayor Bell. In attendance were: Mayor Bell, Commissioner Frietch, Commissioner Kreimborg, Commissioner Murray, Commissioner Peace, City Administrator Jill C. Bailey, and City Attorney Frank Wichmann. The Mayor noted that a quorum was present for the meeting.

INVOCATION/PLEDGE OF ALLEGIANCE:

Commissioner Peace led the invocation followed by the Pledge of Allegiance led by Mayor Bell.

MINUTES:

Commissioner Murray made a motion to accept the amended minutes from the Commission Meeting on November 8, 2017 as submitted. Commissioner Frietch made a second. All Commissioners present were in favor.

MOTION CARRIED

GUESTS:

Mayor Bell presented a Resolution to Jeff and Hazel King, owners and operators of Pets Plus. Mayor Bell thanked Mr. and Mrs. King for their dedication to the City for the last twenty-seven (27) years.

Commissioner Kreimborg made a motion to adopt Resolution 326 (12-13-17) of the City of Taylor Mill expressing the City's pride in Jeff and Hazel King's accomplishments and commitment to the Taylor Mill Community. Commissioner Murray made a second. All Commissioners present were in favor.

MOTION CARRIED

Erica Shadoin, owner/operator of the Taylor Mill McDonald's, addressed the Commission. Ms. Shadoin reviewed her history with the McDonald's business. Ms. Shadoin reviewed building updates recently completed at the Taylor Mill location including a complete remodel of the inside and outside, investments made in staff, and various community partnerships. Ms. Shadoin stated hopes to have a double drive-through in the future to be able to serve the community faster. Ms. Shadoin thanked Commissioner Peace for his work on the double drive-through issue that will go to be voted on in January.

Commissioner Peace reported meeting with Mayor Bell and Andy Videkovich of Planning Development Services of Kenton County regarding changes in the Taylor Mill Zoning Ordinance, including parking space requirements and defining what a stacking lane is.

Commissioner Peace reported the issue is on the January agenda at the Planning Commission. Ms. Bailed stated no further action is required until the recommendation from the Planning Commission is received.

LEGISLATION:

Commissioner Kreimborg made a motion to adopt Resolution 325 (12-13-17) of the City of Taylor Mill wishing resident Terry Foster a Happy 60th Birthday. Commissioner Murray made a second. All Commissioners present were in favor.

MOTION CARRIED

Commissioner Kreimborg made a motion to adopt a Proclamation of the City of Taylor Mill proclaiming the week of January 21st through January 27th, 2018 as School Choice Week in the City of Taylor Mill. Commissioner Murray made a second. The Clerk called the role.

Commissioner Kreimborg – Yes
Commissioner Murray – Yes
Mayor Bell – Yes
Commissioner Frietch – Yes
Commissioner Peace – Yes

MOTION CARRIED

Mr. Wichmann gave a first reading of an Ordinance of the City of Taylor Mill, in Kenton County, Kentucky, amending the personnel pay and classification plan to provide for employee bonuses and extra pay. Mr. Wichmann amended two (2) lines of Attachment A of the Ordinance to read: Notwithstanding any other provision of this ordinance to the contrary, the City Commission may, after the consideration of all relevant factors, including, without limitation, the education, experience, performance, merit and longevity of an employee, authorize a one-time per year bonus or extra pay in a specific amount to that employee for performance or accomplishments that are above and beyond that required by the functions and duties of the job classification thereof; but only through the passage of a Municipal Order to authorize that bonus or extra pay at a regularly scheduled meeting of the City Commission.

UNFINISHED BUSINESS:

Ms. Bailey provided an update on short term rental regulations. Mr. Wichmann reviewed an Ordinance of the City of Taylor Mill created that amends the zoning ordinance to preclude rentals less than twenty-eight (28) days from all residential zones in the City. Ms. Bailey stated a majority of the Commission had contacted her and did not want regulate short term rentals, but instead, ban them. Ms. Bailey stated in order to proceed with the ban, she will need to be directed to file a text amendment. Ms. Bailey reported if it is filed now, the earliest the City will be on the agenda is February for review and final action would happen after the recommendation comes back from the Planning Commission.

Commissioner Murray made a motion to direct Ms. Bailey to file an application with the Planning Commission to make text amendments to the zoning ordinance to preclude rentals less than twenty-eight (28) days from all residential zones in the City. Commissioner Kreimborg made a second. All Commissioner present were in favor.

MOTION CARRIED

NEW BUSINESS:

Commissioner Frietch made a motion to appoint Commissioner Murray to the Planning Development Services of Kenton County 2018 Council and Commissioner Kreimborg as alternate. Commissioner Peace made a second. All Commissioners present were in favor.

MOTION CARRIED

Ms. Bailey reviewed the OKI 2018 Board of Directors Appointment. Commissioner Frietch stated there are other appointments made that have been advertised to the public and asked if this is an appointment that the City should take that avenue with to be consistent and to see what expertise is in the community. Ms. Bailey stated it is at the discretion of the City Commission. Ms. Bailey reviewed the recent appointments made and the appointed positions that cannot be filled by the City Commission. Mayor Bell reviewed the current list of OKI Board of Directors.

Commissioner Murray made a motion to appoint Mayor Bell to the OKI 2018 Board of Directors. Commissioner Frietch made a second. All Commissioners present were in favor.

MOTION CARRIED

Ms. Bailey stated fifteen dollar (\$15.00) employee appreciation ham/turkey certificates are given annually and reviewed the process of the certificates that are turned in to the vendor, Remke Markets. Ms. Bailey reported if all certificates are turned in, including certificates from the City Commission, the cost is approximately six hundred and seventy-five dollars (\$675.00). Ms. Bailey reported some decisiveness regarding the certificates from some of the City Commission. Commissioner Peace stated he was the dissent due to a one hundred thousand dollar (\$100,000.00) hole in the budget from not raising taxes and cuts need to be made. Commissioner Peace stated the employee benefit package is paid at one hundred percent (100%). The Commission discussed the budget. Ms. Bailey reviewed the process she took when creating the budget. Commissioner Frietch stated being a dissent due to the budget and due to the employee's benefit package. Ms. Bailey stated the employee health insurance benefit has been a retention tool. Ms. Bailey reviewed the Thanksgiving Luncheon event and other appreciation lunches held throughout the year. Commissioner Kreimborg stated it is important for morale. Commissioner Murray stated he can go either way.

Commissioner Kreimborg made a motion to give only employees the turkey/ham appreciation certificate up to fifteen dollars (\$15.00) this year. Mayor Bell made a second. The Clerk called the role.

Commissioner Kreimborg – Yes

Mayor Bell – Yes

Commissioner Frietch – No

Commissioner Murray – Yes

Commissioner Peace – No

MOTION CARRIED

Commissioner Frietch stated she values every single employee and tries to show her appreciation to them and is open to phone calls from employees, but in this particular instance votes no.

Commissioner Peace stated there are a lot of streets to pave and the City needs to cut money and votes no. Commissioner Peace stated the issue could have been brought up in November so it would not be a rush. Ms. Bailey stated she felt like it was an item in the budget within her discretion to issue and had planned to issue it until reviewing the memorandum that states it is bequest from the City Commission.

Commissioner Frietch asked about payment coming to the City next year from the sale of the water department. Ms. Bailey stated if it is the final payment, it is fifty thousand dollars (\$50,000.00) and if it is not the final payment, it is one hundred and seventy-five thousand dollars (\$175,000.00). Ms. Wright stated she believes it is the final payment. Ms. Bailey reviewed the history of the water department sold by the City fifteen (15) years ago. Commissioner Frietch stated less revenue will come in and the City needs to get serious about the budget.

Commissioner Frietch asked Commissioner Peace for clarification on the UDF holdup. Commissioner Peace reported a strip of property between his parcel and the highway that did not come back from the state. Commissioner Peace reported a total of thirty-seven (37) parcels along Pride Parkway and three to four (3-4) parcels did not come back to the City that were adjacent to his property. Ms. Bailey stated the City did not have anything to do with it and what was communicated to her from the transportation cabinet was they knew that parcel was going to be used for development and held it as a result. Ms. Bailey stated the City Engineer reviewed the packet of deeds received and felt like the state had used the wrong boilerplate deed that would eliminate the ability to transfer the deeds. Commissioner Peace stated he is getting closer, but it's been a slow process.

BUILDING AND ZONING:

No Building and Zoning report.

DEPARTMENT REPORTS:

-CITY ADMINISTRATOR: Ms. Bailey reported an application has been filed for the Board of Adjustments that involves the property for the former coin store. Ms. Bailey stated the business contract previously discussed fell through and the new contract is for residential use. Ms. Bailey reported the application is for an addition to the property. Ms. Bailey stated due to staffing issues at the Planning Commission, the Board of Adjustments Meeting will be held on

January 11th and a majority of the Board can attend. Ms. Bailey stated members will be sworn in and a formal training will take place by Mr. Wichmann on January 4th.

Ms. Bailey reported an ongoing issue with street lighting on Taylor Mill Road. Ms. Bailey stated Mr. Roden got pricing for solar lighting in that area. Ms. Bailey stated it is a state right-of-way and the state is unclear if a solar light will be permitted. Ms. Bailey stated there is a telephone poll that has been identified as the best location for the light. Ms. Bailey stated she has contacted Duke Energy for pricing. Ms. Bailey stated additional requests for streetlights have come in at High Ridge and Wayman Branch, as well as two (2) on Honey/Sawmill. Ms. Bailey stated she will get the Commission numbers to look at.

Ms. Bailey stated working with Ms. Wright on OpenGov and they are to the point of putting the language together. Ms. Bailey stated it is on her priority list and she hopes to finish it by the end of the year.

Ms. Bailey stated the broker puts out the City's health insurance package annually. Ms. Bailey stated it made sense to flip the policy from Humana to United Healthcare and the quality of the benefits did decrease slightly but is still a good policy with a savings to the City of approximately ninety thousand dollars (\$90,000.00). Mayor Bell thanked Ms. Bailey for her work.

Ms. Bailey asked for discussion on Commission Meeting Minutes. Ms. Bailey reviewed the three types of minutes: action, summary, and verbatim. Ms. Bailey asked for direction regarding what type of minutes the Commission would like prepared. Ms. Bailey stated it would not preclude anyone from asking for changes. Ms. Bailey stated the T.B.N.K DVD is kept with permanent records. Mr. Wichmann stated the minutes are the official record after approved, not the DVD. Mr. Wichmann recommended if a particular member of council is not satisfied with summary minutes as presented, then there should be a motion to amend the minutes to add, subtract, or insert verbatim. Mr. Wichmann stated the motion needs a second, and if there is a second, it needs a vote. Commissioner Peace suggested to move forward with summary minutes and to ask Ms. Forsyth to capture a certain section verbatim if wanted. Commissioner Frietch stated a paragraph in the November minutes was not clear to the reader with what the discussion was about and wanted to make it clear what was being talked about. Commissioner Frietch asked if there is reasonably priced technology that can transcribe the recordings. Commissioner Frietch stated to compare the cost of the technology and it may be a savings of Ms. Forsyth's time. Ms. Bailey requested Ms. Forsyth to research options and pricing for transcribing technology.

Commissioner Peace made a motion to move forward with summary minutes with verbatim sections by request. Commissioner Murray made a second. The Clerk called the role.

Commissioner Peace – Yes
Commissioner Murray – Yes
Mayor Bell – Yes
Commissioner Frietch – Yes
Commissioner Kreimborg – Yes

MOTION CARRIED

-ENGINEERING: Mr. Seitzinger reported CT is working with contractors to close out the following completed projects: Pride Parkway lighting project, the Pride Parkway/Sawmill traffic light, and the Rosewood and Bluelake project. Ms. Bailey reported signing off on two (2) change orders that were deducted from the original expenses, including one that was almost eight thousand dollars (\$8,000.00) and the other was a couple of hundred dollars. Mr. Seitzinger reported on the Taylor Mill Sidewalk Project and stated two (2) property owners have yet to pick up easement checks. Mr. Seitzinger stated the anticipated construction date is spring 2018. Mr. Seitzinger reported on the Church Street Sewer Project and stated Gail and Janet have been repaved. Mr. Seitzinger reported the SD1 project is on their final section on Faye/Church Street. Mr. Seitzinger stated working on the plans for the street portion of the project and will have them prepared in January for a January 25th advertisement date. Mr. Seitzinger reported on the Old Taylor Mill Road Pier Wall Project and stated construction has started and the guardrail will be replaced in sections and also on Mason Road where piers have been installed. Mr. Seitzinger stated Old Taylor Mill Road will be closed down for one to two days during work hours for the installation of guardrails with an anticipated completion date before Christmas. Mr. Seitzinger stated he is working on gathering pricing for continued sidewalks toward Remke.

-FINANCE: Ms. Wright stated the tax due date is January 2nd, 2018 by 5:00 p.m. and the City does not accept a postmark. Ms. Wright encouraged residents to forward bills to their escrow provider. Ms. Wright reported a tax box is located in front of the building and it will be closed at 5:00 p.m. on January 2nd, 2018. Ms. Wright stated Administration has been busy processing tax payments from escrow providers. Ms. Bailey reported Ms. Wright and Ms. Forsyth had worked on the American Legal Publishing update and it is complete and online for viewing.

-FIRE: Chief Stager reviewed November Fire Department statistics with a total billing of twenty-three thousand one hundred and eighty-one dollars (\$23,181.00). Chief Stager reported the department took forty-one (41) EMS calls, eighteen (18) Fire Department calls, and mutual aid received six (6) times and given three (3) times. Chief Stager reported a total of fifty-nine (59) total calls for service. Chief Stager reported a total of sixteen (16) ALS runs, twelve (12) BLS runs, and thirteen (13) refusals. Chief Stager reviewed additional statistics. Chief Stager stated a total of eight-nine (89) hours of training. Chief Stager reminded residents to keep Christmas trees watered, winter kits in vehicles, and to check CO detectors. Chief Stager recognized Lieutenant Harrison for ten (10) years of service. Commissioner Kreimberg thanked Chief Stager and his department for their work on the house fire last week. Chief Stager reported Carl Biery is retiring after fourteen (14) years of part-time service. Ms. Bailey thanked Carl Biery for his years of dedicated service and wished him luck in his retirement.

Commissioner Murray made a motion to accept the resignation of Carl Biery. Commissioner Frietch made a second. All Commissioners present were in favor.

MOTION CARRIED

-LEGAL: No Legal report.

-MAINTENANCE: Commissioner Peace thanked Mr. Roden, Ms. Forsyth, and the volunteers for the Tree Lighting Event. Commissioner Peace reported Mr. Roden has been hauling wood from the Duke Energy clear-out. Ms. Bailey encouraged residents to pick up the wood from Pride Park. Commissioner Peace reported equipment problems in the Maintenance Department. Mr. Roden stated three (3) crew members recertified to put chemicals and fertilizer down. Mr. Roden thanked Officer Reis for getting the department a large Army tent for equipment storage. Mr. Roden stated the backhoe is in bad shape and breaking down. Mr. Roden stated the backhoe is an ultimate tool and used to load salt, for storm damage, and flooding. Mr. Roden stated the cost for a new piece of equipment as a state bid is ninety-four thousand dollars (\$94,000.00). Mr. Roden stated contacting Kenton County who is buying a new bucket loader in January and are keeping their old one. Mr. Roden reported asking if they would sell it to the City or let the City borrow it if the City's broke down. Commissioner Peace reported meeting with Mr. Roden for a backup plan and to start talking about replacing it on the next budget. Commissioner Peace suggested keeping the old one for salt only. Ms. Bailey reported an anticipated surplus with the audit, but does not have the final numbers.

-PARKS AND RECREATION: Ms. Forsyth reported the Christmas Tree Lighting was a success and everyone seemed to have a nice time with special visitors: Santa, Mrs. Claus, and the Elf on the Shelf. Ms. Forsyth thanked the Taylor Mill Elementary Choir for their performance at the event. Ms. Forsyth stated the Letters for Santa Mailbox is out and letters with return addresses will receive a letter back. Ms. Forsyth stated Santa's Neighborhood Visit turned out well. Ms. Forsyth reported the Easter Egg Hunt will take place March 17, 2018 and the GoldStars Tribute Wall will be at Pride Park from May 4-7, 2018. Ms. Bailey encourage the Commission to schedule an interview with Ms. Forsyth for the City Stories Project.

-POLICE: Commissioner Frietch reviewed November Police Department statistics including a total of thirty-one (31) motor vehicle accidents, twenty seven (27) without injuries, four (4) with injuries. Commissioner Frietch reported three (3) accidents with injuries on Pride Parkway and nine (9) accidents without injuries. Commissioner Frietch reported a total of twenty-four (24) adult offenses and a total of ten (10) juvenile offenses. Commissioner Frietch reported a total of twenty-seven (27) Kentucky Uniform Citations, three (3) Taylor Mill City Citations, and seven (7) courtesy notices. Commissioner Frietch reported the Taylor Mill Police Department received assistance from other agencies fifty-two (52) times and assisted other agencies a total of thirty-four (34) times. Commissioner Frietch reported a total of six hundred and ninety-seven (697) vacation checks, eighteen (18) alarm drops, seven (7) physical arrests, and one thousand three hundred and twenty-six (1,326) calls for service. Commissioner Frietch stated a former Taylor Mill Police Explorer is going into service as a Covington Police Officer. Commissioner Frietch stated the Explorer program is a great program for teens. Commissioner Frietch stated the Taylor Mill Police has an app called MyPD that has a number of features including various notifications, crime alerts, and provides a way to connect to the Police Department. Chief Knauf stated the app is free and enhances communication between the public and police. Chief Knauf reviewed the app's features.

SPECIAL ANNOUCEMENTS:

Ms. Bailey stated anyone who has lived in the City over ten (10) years may remember a gentleman by the name of Eugene who serviced trash collection for many years. Ms. Bailey stated he was such a valuable asset that the City negotiated him a job when they switched providers. Ms. Bailey stated he stopped in the office and expressed his well wishes to the community.

Mayor Bell provided the City Commission with hazardous and non-hazardous actuary pension information for all entities in Kenton County.

Commissioner Frietch encouraged residents to smile and to wave at staff if they see them in the community.

The Commission wished residents a Merry Christmas and Happy Holidays.

EXECUTIVE SESSION:

No Executive Session.

ADJOURNMENT:

There being no further business, Commissioner Murray made a motion to adjourn. Commissioner Kreimborg made a second. All Commissioners present were in favor.


MOTION CARRIED

The meeting adjourned at 9:33 p.m.

The next Commission Meeting will be Wednesday, January 10, 2018 at 7:00 pm.



Mayor Daniel L. Bell

ATTEST:  DATE: 1/10/18