

# Commission Meeting

October 11, 2017

7:00 p.m.

## City of Taylor Mill Agenda

### CALL TO ORDER:

**INVOCATION/PLEDGE OF ALLEGIANCE:** Mayor Bell and Commissioner Kreimborg.

**MINUTES:** Minutes from the September 12<sup>th</sup>, 2017 Special Commission Meeting.  
Minutes from the September 13<sup>th</sup>, 2017 Commission Meeting.

**GUESTS:** Rob Feldman (AirBnB Rentals).  
Jeff Jarvoe & Mike Butler (5656 Taylor Mill Road Zoning Inquiry).

**LEGISLATION:** 1<sup>st</sup> Reading of an Ordinance in regards to a Tuscany Zoning Map Amendment.

### UNFINISHED BUSINESS:

**NEW BUSINESS:** PDS Code Enforcement Process/Update (Rob Himes and Justin Cole).  
NKREA Interlocal Cooperation Agreement.

### BUILDING & ZONING:

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

### SPECIAL ANNOUNCEMENTS:

**EXECUTIVE SESSION:** 61.810 (f) – Discussions or hearings which might lead to the appt, discipline, or dismissal of an individual employee.

### ADJOURNMENT:

**City of Taylor Mill  
COMMISSION MEETING  
Wednesday, October 11, 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, and City Attorney Frank Wichmann. The Mayor noted that a quorum was present for the meeting.

**INVOCATION/PLEDGE OF ALLEGIANCE:**

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

**MINUTES:**

Commissioner Murray made a motion to accept the minutes from the Special Commission Meeting on September 12, 2017 as submitted. Commissioner Peace made a second. All Commissioners present were in favor.

**MOTION CARRIED**

Commissioner Frietch made a motion to accept the minutes from the Commission Meeting on September 13, 2017 as submitted. Commissioner Kreimborg made a second. All Commissioners present were in favor.

**MOTION CARRIED**

**GUESTS:**

Mr. Rob Feldman of Erlanger, Kentucky and Airbnb Rentals addressed the Commission. Mr. Feldman reported current statutes does not allow for short term rentals. Mr. Feldman stated the City of Covington allows Airbnb and reported his current Airbnb property, 2728 Rosina Avenue, Covington, KY, does well. Mr. Feldman discussed the Airbnb website, rental statistics, and the online review system. Mr. Feldman reported he is not currently paying a hotel tax. The Commission addressed concerns regarding possible renters and lack of background checks. Commissioner Peace stated if allowed in a neighborhood, it is allowing hotels. Commissioner Peace stated there is no business case for the City to allow it, as it can't be taxed and there is no way to track it. Ms. Bailey reported this issue came up with the City Managers Association and is being discussed frequently. Ms. Bailey stated two properties are being rented on Airbnb in Taylor Mill. Ms. Bailey stated the City of Erlanger provided her with what they are proposing, to ban short-term rentals. Commissioner Frietch stated Ms. Bailey's information is great and the City needs to be careful about the verbiage, if any, on any ordinance put in place. Chief Knauf stated he will research possible concerns with Airbnb. Ms. Bailey reported the issue will be back on the agenda next month.

Jeff Jarvoe and Mike Butler of 5656 Taylor Mill Road did not attend the meeting. Ms. Bailey stated speaking to Mr. Jarvoe and recommended he address his request to the Board of Adjustments. Mayor Bell read a statement from Mr. Matt Martin, Taylor Mill's representative on the Kenton County Planning Commission, stating the request must go in front of the Board of Adjustments since the request is a non-conforming use. Mr. Martin reported if an apartment is added, the request would have to go through a re-zoning since it is currently R1-C. Commissioner Frietch asked if the property has been vacant for so long and there is an issue with the owner to use the property, is there something the City can do to move forward with getting an agreement with the owner who is trying to sell and be proactive so it opens up that property to be viable again.

Mr. Rick Hubbard of ReMax Affiliates addressed the Commission. Mr. Hubbard represents the owner of the property. Mr. Hubbard stated having a contract to purchase with contingencies. Mr. Hubbard stated the property is a commercial building sitting in a residential area. Mr. Hubbard stated the offer is accounting/tax preparation business with an apartment the owner will live in. Ms. Bailey stated a potential of using the property as zoned residential and applying for a home occupation license. Ms. Bailey stated the request must go to the Board of Adjustments and there is not an option to avoid it.

#### **LEGISLATION:**

Commissioner Murray made a motion to accept the recommendation of the Planning Commission regarding the zoning of the Tuscany development. Commissioner Peace made a second. The Clerk called the role.

Commissioner Murray – Yes

Commissioner Peace – Yes

Mayor Bell – Yes

Commissioner Frietch – Yes

Commissioner Kreimborg – Yes

#### **MOTION CARRIED**

Mr. Wichmann gave a first reading of an Ordinance of the City of Taylor Mill, in Kenton County, Kentucky, amending the Taylor Mill Zoning Ordinance to change the zoning map thereof to re-classify thereon an approximate 53 acre area in the City that is located approximately 1,500 feet south of Holdsbranch Road and 4,500 east of Madison Pike from the RS-7.5 and R-1C Zones to the R-1D Zone with an approved development plan.

#### **UNFINISHED BUSINESS:**

Commissioner Frietch asked for discussion from the Commission regarding taxes. Ms. Bailey stated the majority has recently indicated not wanting to adopt anything more than the compensating rate and has prepared an ordinance to move forward. Commissioner Peace stated not wanting to raise taxes at all. Ms. Bailey reviewed the current rates: real property at point four three nine zero (.4390) per one hundred dollars (\$100.00) and the compensating rate is point four six four zero (.4640) per one hundred dollars (\$100.00). Commissioner Frietch stated not

wanting a tax rate increase. Ms. Bailey stated it is approximately one hundred thousand dollars (\$100,000.00) in lost revenues. Commissioner Peace stated the City needs to cut one hundred thousand dollars (\$100,000.00) somewhere. Commissioner Frietch stated a budget should never be made anticipating a tax increase. Ms. Bailey reported the general fund is established with a budgeted surplus of three hundred and twenty-six thousand dollars (\$326,000.00) and the budgeted surplus with the new tax rate will roughly be two hundred and twenty-six thousand dollars (\$226,000.00). Commissioner Frietch stated although the insurance premium tax was not increased, if homeowners and automobile owners are paying insurance and the insurance increased, the rates not increasing but as it increases, a percentage of that comes back to the City. Commissioner Frietch stated more revenue is needed in the City and businesses coming to the City. Mayor Bell reported a pension savings from the hiring of five (5) police officers the City no longer submits money to cover the pension on, with a savings of approximately one hundred twenty-one thousand dollars (\$121,000.00). Commissioner Peace stated the City needs to look at revenue including where police and fire are spent, apartment tax, and other sources. At the request of Commissioner Frietch, Commissioner Peace offered to research licensing fees on apartments.

Commissioner Peace made a motion to have a first reading to adopt no tax increase. Commissioner Frietch made a second. The Clerk called the role.

Commissioner Peace – Yes

Commissioner Frietch – Yes

Mayor Bell – Yes

Commissioner Kreimborg – Yes

Commissioner Murray – Yes

#### **MOTION CARRIED**

Ms. Bailey gave a first reading of and Ordinance of the City of Taylor Mill, in Kenton County, Kentucky, providing the annual assessment of all real estate and personal property within the corporate limits of the City of Taylor Mill, and the ad valorem taxation thereof, for the first year beginning July 1, 2017 and ending on June 30, 2018 and providing for the payment and collection of such taxes, and the penalties and interest thereon; and describing the purpose for which the taxes so collected shall be appropriated and used. Ms. Bailey stated an ad valorem tax on real property at the rate of .0439 for each one hundred dollars (\$100.00) of the value thereof, as assessed pursuant to the terms and provisions hereof; and an ad valorem tax on all personal property at the rate of point zero seven five zero .0750 for each one hundred dollars (\$100.00) of the value thereof as assessed pursuant to the provisions of this ordinance; and shall be delinquent on January 2, 2018 after 5:00 p.m.; and, thereafter, there shall be added thereto a penalty of 15% thereof, plus interest thereon at the rate of 15% per annum from January 3, 2018 until paid, plus the costs of collection, including, without limitation, court costs and attorney's fees.

Ms. Bailey reported due to the cost of the contract with Rumpke, the waste fee needs to increase from one hundred and forty-five dollars (\$145.00) to one hundred and seventy-five dollars

(\$175.00). Commissioner Frietch stated it is not the City imposing it, but a pass-through from Rumpke, billed on a separate line item as waste collection on the tax bill.

Commissioner Peace made a motion to have a first reading of an Ordinance of the City of Taylor Mill to adopt the annual waste collection fee. 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**

Ms. Bailey gave a first reading of an Ordinance of the City of Taylor Mill, in Kenton County, Kentucky, increasing the rate of the annual waste collection assessment levied thereby from one hundred and forty-five dollars (\$145.00) to one hundred and seventy-five dollars (\$175.00) per year.

### **NEW BUSINESS:**

Mr. Justin Cole and Mr. Rob Himes of Planning Development Services of Kenton County addressed the Commission regarding updates to the PDS Code Enforcement Process. Mr. Cole stated active code enforcement recently started in Taylor Mill. Mr. Cole reviewed a PowerPoint presentation that included the most prevalent violations and the citation process. Mr. Cole reviewed the website for tracking citations and reporting violations: <http://etrakit.pdskc.org/>. Commissioner Frietch suggested putting PDS information on the website to direct residents to report directly to PDS to cut down extra activity at the City with multiple calls. Ms. Bailey asked Ms. Forsyth to put the link to report violations on the website. Commissioner Frietch suggested a high-level paragraph may encourage residents to be more comfortable to call PDS directly. Mr. Wichmann asked Mr. Himes if PDS files a document that identifies the lean from violations. Mr. Himes stated yes, it is filed through PDS but the individual municipalities retain ownership of the lien. Mr. Wichmann asked PDS to provide recording information for the lean to the City. Mr. Wichmann asked the City Commission what they would like to do with the filed liens. Commissioner Murray suggested if the lean amount gets up to five hundred dollars (\$500.00), to begin the process of collection.

Ms. Bailey stated having an interlocal agreement with the Northern Kentucky Regional Ethics Authority (NKREA) and the City of Falmouth is interested in joining the NKREA agreement. Commissioner Kreimborg made a motion to approve the NKREA Interlocal Agreement. 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**

Mayor Bell asked the Commission if they are interested in directing staff to create a City of Taylor Mill app. Mayor Bell reported the cost is approximately five thousand dollars (\$5,000.00). Ms. Bailey reported money is set aside annually in the budget for website improvements and there is five thousand dollars (\$5,000.00) in the line item now. Commissioner Peace objected. Commissioner Frietch asked if the four thousand dollars (\$4,000.00) used for OpenGov came out of the five thousand dollar (\$5,000.00) amount that is allocated. Ms. Bailey stated she believes the cost of OpenGov came out of a service agreement line item. Commissioner Murray stated not having a problem looking into it.

Mayor Bell made a motion to direct staff to look into the cost of establishing an app that will encompass City data. No second motion was made.

**MOTION NOT CARRIED**

**BUILDING AND ZONING:**

No Building and Zoning report.

**DEPARTMENT REPORTS:**

**-CITY ADMINISTRATOR:** Commissioner Peace made a motion to accept the resignation of Mr. Todd Fuller from the Board of Adjustments. 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**

Ms. Bailey stated a total of ten (10) applicants interested in the Board of Adjustments vacancies and will forward the Commission letters of interest and resumes. Ms. Bailey reported a problem with the newly installed play surface due to rain and temperature change. Ms. Bailey stated installers are coming back Friday to correct. Ms. Bailey stated the Kenton County Fiscal Court sent a thank you letter expressing their appreciation for the use of the tents. Ms. Bailey reported an update on solar lighting research. Ms. Bailey reported one light is seven hundred and ninety-nine dollars (\$799.00) and the other light is nine hundred and ninety-seven dollars (\$997.00). Ms. Bailey stated the cost of the pole is fifty dollars (\$50.00). Ms. Bailey reported it should be a great fit on Blackstone. Ms. Bailey contacted the state regarding the light at Taylor Mill Road by Mafred Drive to determine what permits are required and if the state will allow the installation.

Ms. Bailey contacted Duke Energy regarding utility poles in the area. Ms. Bailey stated a possibility that a light can be put on an existing utility pole and will run approximately two thousand dollars (\$2,000.00). Ms. Bailey reported working through various options. Commissioner Frietch asked to see the information in detail.

**-ENGINEERING:** Mr. Seitzinger reported bids were opened on September 21st for the Old Taylor Mill and Mason Road stabilization project. Mr. Seitzinger stated receiving one bid from Hinkle Environment Services for one hundred and nine thousand nine hundred and eighty-nine dollars (\$109,989.00). Ms. Bailey noted emergency road aid funds were received for both projects.

Commissioner Murray made a motion to accept the bid for the Old Taylor Mill Road and Mason Road stabilization project from Hinkle Environment Services for one hundred and nine thousand nine hundred and eighty-nine dollars (\$109,989.00). Commissioner Frietch made a second. The Clerk called the role.

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

#### **MOTION CARRIED**

Mr. Seitzinger reported street lights and traffic signal are now working. Mr. Seitzinger reported looking at Phase II of the lighting project. Commissioner Frietch stated not being sure if it's timely to move forward with the project now and it should be held off on. Commissioner Frietch asked what the expense to CT Engineering is if they go through the advertising and bid process. Mr. Seitzinger stated the plans and documents are prepared and the amount to actually go through the bidding process is negligible. The Commission agreed to holding off on the lighting project. Mr. Seitzinger reported all easements have been signed for the Taylor Mill Sidewalk Project. Mr. Seitzinger reviewed the Taylor Mill Street Program Project. Mr. Seitzinger recommended reconstruction of Sunset Place (Church to the west end) and reconstruction of Valley View Lane and Primrose Drive (Church to the end of the road). Mr. Seitzinger stated in an effort to have the Street Program all together and uniformed, CT is proposing to do a full depth asphalt pavement replacement with concrete curb and gutter on the side. Mr. Seitzinger proposed a mill and overlay resurfacing for Faye Drive (Winston to Church), Church Street (Winston to 60" sewer), Church Street (Ovada to Sunset), and Sunset Place (Church to east end). Mr. Seitzinger stated the overall estimated price for the Street Program is four hundred and eighty thousand dollars (\$480,000.00). Commissioner Peace reported the tree and curb issue is not covered in the proposal and will have an additional expense.

Commissioner Kreimborg made a motion to approve and authorize the 2018 Street Program proposal from CT Consultants with an estimated price of four hundred and eighty thousand dollars (\$480,000.00). Commissioner Peace made a second. The Clerk called the role.

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

## **MOTION CARRIED**

Commissioner Murray requested an estimate for the resurfacing of Doris Street.

**-FINANCE:** Ms. Wright reported year-to-date budget information is provided in the Finance Report. Ms. Wright stated the audit is underway and is going well. Ms. Wright stated the data conversion is complete for OpenGov and will meet with Ms. Bailey soon to finalize details.

**-FIRE:** Commissioner Murray reviewed September Fire Department statistics with a total billing of twenty-three thousand six hundred and twenty-five thousand dollars (\$23,625.00). Commissioner Murray reported the department took forty-two (42) EMS calls, twenty-nine (29) Fire Department calls, and mutual aid received one (1) time and given five (5) times. Commissioner Murray reported a total of forty-three (43) EMS total calls for service. Commissioner Murray reviewed additional statistics. Commissioner Murray stated waiting on state inspection before the new squad is in service. Chief Stager reported a total of six (6) applications received for the three (3) part-time firefighter/medic positions and is currently performing background checks. Chief Stager encouraged residents in need of a CO Protector to call the Fire Station. Chief Stager stated open burning is permitted and to call the Fire Station for permits.

**-LEGAL:** No Legal report.

**-MAINTENANCE:** Mr. Roden thanked Mr. Jerry Jump for the use of his tractor in the parade.

**-PARKS AND RECREATION:** Commissioner Kreimborg stated the 60th Birthday Bash is next Friday. Ms. Forsyth thanked the Maintenance Department for their help at the Family Camp Out. Ms. Forsyth stated the 60th Anniversary Event is Friday, October 20th from 5:00 p.m. to 10:30 p.m. and features live music, food, fireworks, and a kid's activity zone. Ms. Forsyth stated the City Stories Project is still underway. Ms. Forsyth stated the History of Taylor Mill presentation is tomorrow. Ms. Forsyth stated the Tree Lighting Event is Sunday, November 26th from 4:00 p.m. - 6:00 p.m. Ms. Forsyth stated Santa's Neighborhood Visit is Saturday, December 9th.

**-POLICE:** Commissioner Frietch reviewed September Police Department statistics including a total of fifteen (15) motor vehicle accidents, two (2) without injuries on Pride Parkway. Commissioner Frietch reported a total of thirty-six (36) adult offenses and a total of twenty-two (22) juvenile offenses, with six (6) alcohol/drug related. Commissioner Frietch reported a total of thirty-nine (39) Kentucky Uniform Citations, five (5) Taylor Mill City Citations, and six (6) courtesy notices. Commissioner Frietch reported the Taylor Mill Police Department received assistance from other agencies fifty-five (55) times and assisted other



agencies a total of thirty (30) times. Commissioner Frietch reported a total of four hundred and forty-six (446) vacation checks, twenty-one (21) alarm drops, fourteen (14) physical arrests, and one thousand and fifty-two (1,052) calls for service. Commissioner Frietch announced the Police Department now has a Drug Drop-Off Box where residents can drop-off household medications, prescription medications, over-the-counter drugs, and veterinary medications. Chief Knauf thanked Commissioner Murray for bringing the Drug Drop-Off Box to his attention.

**SPECIAL ANNOUCEMENTS:**

Commissioner Kreimborg stated the City has not been contacted by McDonald's regarding a second drive-thru. Commissioner Peace reported working with PDS to get past the dual-order point issue. Commissioner Peace reported two issues: adding another order point and not enough parking. Commissioner Peace stated talking to Mr. Wichmann and Ms. Bailey regarding the issue and will have more to report next month. Commissioner Kreimborg asked for an update on Knuk-n-Futz patio construction. Commissioner Peace and Ms. Bailey reported having no further information.

**EXECUTIVE SESSION:**

Mayor Bell stated a need for the Commission to have an Executive Session under 61.810(f), discussions or hearings which might lead to the appointment, discipline, or dismissal of an individual employee. Commissioner Murray made a motion. Commissioner Peace made a second. All Commissioners present were in favor.

**MOTION CARRIED**

The Commission went into Executive Session at 9:43 p.m.

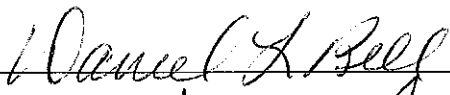

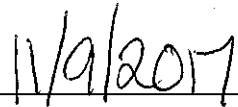
**ADJOURNMENT:**

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

**MOTION CARRIED**

The meeting adjourned at 9:58 p.m.

The next Commission Meeting will be Wednesday, November 8, 2017 at 7:00 pm.

  
\_\_\_\_\_  
Mayor Daniel L. Bell  
ATTEST:  DATE:  \_\_\_\_\_