

**MINUTES OF A MEETING
OF THE BOARD OF COUNCIL OF THE
CITY OF FORT THOMAS,
CAMPBELL COUNTY, KENTUCKY, ON
MONDAY, MARCH 16, 2020**

Mayor Eric Haas called the meeting of council to order at 7:00 p.m. on Monday, March 16, 2020. City Clerk, Melissa Beckett called the roll and the following council members were present: David Cameron, Ken Bowman, Mark Collier, Jeff Bezold, Roger Peterman and Adam Blau. Staff members in attendance included: City Administrative Officer Ron Dill, City Clerk Melissa Beckett, Assistant City Administrator/Finance Director Joe Ewald, Fire Chief Mark Bailey, and Police Chief Brent Moening, and City Attorney Jann Seidenfaden.

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

Minutes

The minutes from the February 18, 2020 meeting were presented to council for consideration. A motion was made by Mr. Collier and seconded by Mr. Bowman to approve the minutes as written. Upon call of the roll, the following members voted “aye”: Mr. Cameron, Mr. Bowman, Mr. Collier, Mr. Peterman, Mr. Bezold and Mr. Blau. Voting “no” none. The motion passed by unanimous vote.

Visitors and Communications

General Services and Recreation 2019 Annual Report: Kevin Barbian, General Services Director and Zoning Administrator presented his report for 2019. Kevin reviewed several items that have taken place in the General Services Department and Recreation. A motion was made by Mr. Bowman and seconded by Mr. Bezold to receive and file the annual report for General Services and Recreation. Upon call of the roll, the following members voted “aye”: Mr. Cameron, Mr. Bowman, Mr. Collier, Mr. Peterman, Mr. Bezold, and Mr. Blau. Voting “no”: none. The motion passed by a unanimous vote.

Police Department 2019 Annual Report: Brent Moening, Police Chief presented his annual report for 2019. With nothing to add, Chief Moening asked for questions. A motion was made by Mr. Bowman and seconded by Mr. Bezold to receive and file the Police Department’s annual report. Upon call of the roll, the following members voted “aye”: Mr. Cameron, Mr. Bowman, Mr. Collier, Mr. Bezold, Mr. Peterman, and Mr. Blau. Voting “no”: none. The motion passed by a unanimous vote.

Reports of Officers

Fire Department Monthly Report for February 2020: Chief Mark Bailey presented his reports for February 2020 to council. A motion was made by Mr. Bowman and seconded by Mr. Collier to approve the monthly report from February. Upon call of the roll, the following members voted “aye”: Mr. Cameron, Mr. Bowman, Mr. Collier, Mr. Peterman, Mr. Bezold, and Mr. Blau. Voting “no”: none. The motion passed by a unanimous vote.

Police Department Monthly Report for February 2020: Chief Brent Moening presented his report for February 2020 to council. A motion was made by Mr. Bowman and seconded by Mr. Collier to approve the monthly report February. Upon call of the roll, the following members voted “aye”: Mr. Cameron,

Mr. Bowman, Mr. Collier, Mr. Peterman, Mr. Bezold, and Mr. Blau. Voting “no”: none. The motion passed by a unanimous vote.

City Administrators Report:

N. Fort Thomas Ave Sidewalk Project: This project is progressing with all right of way and easement acquisition recently completed. KYTC is reviewing documentation and will authorize notice to bid. We anticipate the bid process to take place in May with potential bid award from Council in June. This timeframe will allow for construction of the project this summer with a tentative completion date in late October. It may be necessary to defer street resurfacing until Spring 2021 if the weather & timing dictate this schedule. The water district is planning on replacing the water main on Crowell so that may defer the resurfacing until the spring on this street as well.

Route 8 Update: Mayor Haas and Ron Dill authored letters in collaboration with the City of Dayton, Campbell County Fiscal Court and Southbank Partners addressed to Jim Gray, Secretary of the KY Department of Transportation requesting his participation in discussing solutions for this important issue in our region. We are hopeful to gain that audience soon to share our concerns and possible approaches for this situation.

Staff Meeting regarding COVID-19: Dealing with the issues of the Coronavirus there were some decisions made that will affect the community. The city will support and take precautions for our personnel to make sure that they feel protected. We will be evaluating at home work as well. The city building will be opened and visitors will be restricted to the lobby. The city will have people assigned to do cleaning and disinfecting. The armory, museum and gym is now closed. The Easter Egg hunt has been cancelled and the events scheduled for the facilities in the park have been cancelled. All leagues have been cancelled and all fees will be refunded. Several council members asked if the city could look at the funds with the Grow Grant that could potentially help out our small businesses. The city will keep council and the public posted regarding any updates on this.

EXECUTIVE ORDER EO-07-2020

EXECUTIVE ORDER AND STATE OF EMERGENCY DECLARATION

WHEREAS, on March 13, 2020 President Donald J. Trump declared a national state of emergency in response to the coronavirus, COVID-19, pandemic; and

WHEREAS, on March 6, 2020 Governor Andy Beshear declared a state of emergency in Kentucky in response to the first documented case of the novel coronavirus, COVID-19; and

WHEREAS, COVID-19, a respiratory disease that can result in serious illness or death and can easily spread from person to person; and

WHEREAS, the emergency response of the City of Fort Thomas must be deployed rapidly to protect the health, safety, and welfare of citizens; and

WHEREAS, Mayor Eric Haas, has determined that the novel coronavirus, COVID-19, presents a severe and complex threat to the public health, safety, and welfare of citizens that extraordinary emergency measures are warranted pursuant to KRS 39A.100 (2) and KRS 39B.070; and

WHEREAS, it is necessary for Mayor Haas to coordinate an emergency effort with national, state, county, and other local agencies for maximum effective response.

NOW and therefore, I, Eric Haas, Mayor of the City of Fort Thomas, by virtue of the authority vested in me by KRS Chapter 39A and 39B of the Kentucky Revised Statutes, do hereby declare that a state of emergency exists in the City of Fort Thomas, and that I shall be exercising the authority granted to me through Executive Orders, and through utilization of city personnel, services, equipment, and any necessary acts to manage this emergency. Subject to any orders of Governor Andy Beshear, I hereby order and direct any and all departments of the City of Fort Thomas to coordinate and cooperate with the Campbell County Health Department, Kentucky Department for Public Health, any federal agencies to respond to the threat presented by the novel coronavirus, COVID-19 by exercising the powers articulated in KRS Chapter 39A and 39B and to provide information to individuals, businesses, organizations, and other entities to best prepare and respond to the COVID-19 State of Emergency Declaration.

This Declaration of State of Emergency shall remain in effect until terminated by the issuance of another Executive Order when I determine that a state of emergency no longer exists and the exercise of extraordinary measures are no longer required for the protection of the public health, safety and welfare.

Signed on this 16th day of March, 2020

Eric Haas, Mayor

The Public Works Committee Public Hearing is scheduled for next week and it was questioned by Mr. Collier that maybe it should be pushed back to not bring the public together at this time. Mr. Dill noted that it would be evaluated before the meeting and if we can push it back we will entertain that opportunity. We will communicate to the effected property owners what the status will be. Mr. Blau asked that one of the committees look at lowering speed limits on side streets and around school zones. Ron Dill noted that we would not have a public meeting because of not wanting to get the public together. Mr. Blau made a motion to review the speed limits on side streets and around school zones to the Public Safety Committee; it was seconded by Mr. Peterman. Upon call of the roll, the following members voted “aye”: Mr. Cameron, Mr. Bowman, Mr. Collier, Mr. Bezold, Mr. Peterman, and Mr. Blau. Voting “no”: None. The motion passed by a unanimous vote.

Mr. Collier indicated that at the April 20th council meeting Hal McCoy will be visiting us in the council chamber and throwing out the first pitch at the Highlands/New Cath Baseball game. The mayor will be giving a proclamation for Mr. McCoy.

Report of Committees

Report of the Finance Committee of Council: Roger Peterman reported that the Finance Committee of Council met on Thursday, March 5, 2020 at 11:30 a.m. Discussed were:

Elected Official Salaries Review: Comparative salary structure for other NKY cities that revealed an average of compensation for Mayors at \$9,600 and Council members at \$4,488 annually. Currently, the City of Fort Thomas compensates the Mayor at \$600 and Council members at \$72 annually. Discussion centered on the notion that Fort Thomas elected officials has traditionally considered their work to be essentially volunteer community service and that there should be consideration of no compensation. This would simplify the process that requires staff to prepare payroll and council members to submit IRS reporting. It was recommended by committee to consider going to no compensation for elected officials. Discussion ensued with the members and it was the decision to review this in two years during the mayor/council election.

2018-2019 Financial Audit: Jim Sparrow with Rankin, Rankin & Co., was present to review the final audit prepared for the last fiscal year. He reported sound financial practices are employed by the city with financial records in order with accepted accounting standards. The city's revenues exceeded budgeted amounts and expenditures were below budget projections. This positions the city in a strong financial position as we enter the current budgeting cycle.

Review of City's Debt Capacity: City staff presented the historic analysis of the city carrying debt service to cover project costs. The city instituted a one quarter percent payroll tax in 2002 to fund the CBD streetscape improvements that has been extended to cover additional phases, Midway Streetscape project and the Park Improvement projects (shelters, restrooms, etc) in 2012. Based upon revenue from this source, it is calculated to provide an uncommitted debt capacity of approximately \$140,000 annually. Based upon this capacity and current interest rates, the available borrowing through Revenue Bonds could provide approximately \$2.1 million in debt capacity payable over a 20 year term. The Committee recommends that staff be authorized to secure these financial terms to provide revenue for implementation projects from the city's community plan.

Mr. Bowman made a motion to accept the report from the Finance Committee. It was seconded by Mr. Collier. Upon call of the roll, the following members voted "aye": Mr. Cameron, Mr. Bowman, Mr. Collier, Mr. Bezold, Mr. Peterman, and Mr. Blau. Voting "no": None. The motion passed by a unanimous vote.

New Business

Consideration of Resurfacing Bids – Tower Park: The scope of the Tower Park resurfacing project includes removal and replacement of the drive aisle in the parking lot at Tower Park ball field, resurfacing of all parking areas around the "Mess Hall" and ball field (including Cochran Ave.), curb installation at the new parking lot adjacent to the Mess Hall, and resurfacing of Alexander Circle (including the area around the homes). This bid also includes the surfacing of the new parking lot and access drive at "Shelter 3" and resurfacing the parking lot at that location.

Staff had advertised and opened bids on Friday February 21, 2020. There were seven (7) bidders with the lowest base bid received from Eaton Asphalt in the amount of \$243,576.75 which is very close to the Engineer's estimate. It was determined that we would not recommend the Alternate bid for curb /sidewalk work near the ball field that can be performed by General Services crews with significant savings from the bid amount. It should also be noted that this project will have reimbursement of approximately \$30,000 from the developer's share of Alexander Circle. Staff recommends acceptance of the bid from Eaton Asphalt for \$243,576.75. A motion was made by Mr. Bowman and seconded by Mr. Peterman to approve the bid from Eaton Asphalt in the amount of \$243,567.75. Upon call of the roll, the following members voted "aye": Mr. Cameron, Mr. Bowman, Mr. Collier, Mr. Bezold, Mr. Peterman, and Mr. Blau. Voting "no": none. The motion passed by a unanimous vote.

Finance Committee Report of Disbursements: The Finance Committee presented its Report of Disbursements and recommended the payment of warrants numbered 7114-7289 for the period of **February 8 – March 13, 2020** was presented to council for consideration. A motion was made by Mr. Bowman and seconded by Mr. Collier to concur in the recommendation of the Finance Committee. Upon call of the roll, the following members voted "aye": Mr. Cameron, Mr. Bowman, Mr. Collier, Mr. Peterman, Mr. Bezold, and Mr. Blau. Voting "no" none. The motion passed by unanimous vote.

Ordinances, Resolutions, and Orders

Ordinance O-02-2020: An Ordinance accepting a bid for Franchise Agreement with MCImetro for use of right of way for transmission and distribution of communications was presented to council for consideration. A motion was made by Mr. Bowman and seconded by Mr. Peterman to approve ordinance O-02-2020. Upon call of the roll, the following members voted “aye”: Mr. Cameron, Mr. Bowman, Mr. Collier, Mr. Peterman, Mr. Bezold, and Mr. Blau. Voting “no” none. The motion passed by unanimous vote.

Ordinance No. O-03-2020: First Reading of an Ordinance changing the time for alcohol sales on Sunday in Fort Thomas from 11:00 am to 9:00 am.

Ordinance No. O-04-2020: First Reading of an Ordinance amending the annual Retail Drink License fee from \$1000 to \$830.

Municipal Order MO-O-2020: Re-Appointing Hans Tinkler as a member of the Planning Commission for a four (4) year term.

Municipal Order MO-03-2020: Re-appointing Jim Beineke as a member of the Board of Adjustment for a four (4) year term.

Municipal Order MO-04-2020: A Municipal Order reappointing Joey Hood as a member of the Fort Thomas Tree Commission for a two (2) year term.

Municipal Order MO-05-2020: A Municipal Order reappointing Barb Manyet as a member of the Fort Thomas Tree Commission for a two (2) year term.

Municipal Order MO-06-2020: A Municipal Order reappointing Pat Hagerty as a member of the Fort Thomas Design Review Board for a three (3) year term.

With no further business to come before council, a motion was made by Mr. Bowman and seconded by Mr. Collier to adjourn.

APPROVED:

Eric Haas, Mayor

ATTEST:

Melissa K. Beckett, City Clerk