

**MINUTES OF A MEETING
OF THE BOARD OF COUNCIL OF THE
CITY OF FORT THOMAS,
CAMPBELL COUNTY, KENTUCKY, ON
MONDAY, MAY 18, 2020
VIA ZOOM TELECONFERENCE**

Mayor Eric Haas called the meeting of council to order at 7:00 p.m. on Monday, May 18, 2020 via Zoom teleconference. City Clerk, Melissa Beckett called the roll and the following council members were present: David Cameron, Ken Bowman, Mark Collier, Jeff Bezold, Roger Peterman (arrived at approximately 7:10 p.m.) and Adam Blau. Staff members in attendance included: City Administrative Officer Ron Dill, City Clerk Melissa Beckett, Assistant City Administrator/Finance Director Joe Ewald, and City Attorney Jann Seidenfaden.

Minutes

The minutes from the April 6, 2020 meeting were presented to council for consideration. A motion was made by Mr. Bezold 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. Bezold and Mr. Blau. Mr. Peterman was not present for the vote. Voting “no” none. The motion passed by unanimous vote.

Reports of Officers

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.

2020-2021 Budget Development: Staff is completing details for the 2020-2021 budget and we anticipate presenting the final draft to the Finance Committee in the next two weeks.

Update on Union Negotiations: All three collective bargaining agreements expire July 1, 2020. We had initiated discussions in early March with these representatives, however, due to the immediate needs of our staff to react to the COVID issues they were delayed. We have reopened negotiations with all three groups and are still hoping to complete negotiations before expiration.

2020 Street Resurfacing Program: As reported, the scheduled public hearing in March was cancelled due to the COVID issues that make conducting this type of meeting difficult. After evaluation of the planned program timeline and weighing several issues related to certain streets, staff is recommending an adjusted timeline. Specifically, the sidewalk project on N Ft Thomas Ave. and the water main installation on Crowell Ave. will prohibit surfacing those streets in this calendar year. Additionally, Military Parkway is potentially subject to work planned at the NKWD treatment facility this Fall. Essentially the program will be deferred for completion in Spring 2021. The public hearing will tentatively be held in August or September this year and curb replacement on Crowell Ave. being performed after completion of the water main. In the interim, throughout the summer, the planned sidewalk work, driveway apron replacement, spot curb repair, etc will be completed by city crews. The bid for all the streets in the program will be

solicited in late January/early February with work performed within the 20-21 budget year ending June 30, 2021.

Farmer's Market: The Farmer's Market is going to be opening as scheduled on the first Wednesday in June. Debbie Buckley has worked closely with the board to arrange for compliance with the Health Department standards. There are new restrictions based on COVID standards but the board and the vendors are willing to move forward and feel the market can still prosper.

Tower Park Street Resurfacing: Eaton Asphalt is scheduled to commence work in Tower Park beginning next week, weather dependent. They should be completed with this project in approximately three weeks.

Annual reports: We have posted the annual reports for the Fire Department and Renaissance Board on the council page. Mr. Dill did not arrange for any formal presentation at this meeting. If you have questions, please let Ron know, and we can have overview by department heads at a subsequent meeting. We may consider recording them to present to council. Mayor Haas thinks that would be a great idea to allow the public to hear the reports.

Chesapeake Avenue Sidewalk Grant: We are working with Southbank partners to draft a grant proposal for a TAAP grant opportunity for sidewalk on Chesapeake Ave. This is an 80/20 matching grant and the submittal cycle is early June. Preliminary cost estimates for sidewalk installation from Kyles Lane to the Newport corporation line are approximately one million dollars. The project is being divided into two phases at approximately 500K each to enhance the probability of award.

Implementation Update: We have been working with Chris Manning to help in project development. We have been working on developing concept drawings for the Tower Park ballfield and have commissioned a survey to establish topography necessary to create final design drawings. Other work includes some preliminary concepts for the lower Highland Park location. Additionally, we have worked through some preliminary floor plan options for the city building and Joe Hayes is currently working on some elevation options. Staff is prepared to schedule committee meetings with the Recreation Committee and the Buildings & Utilities Committee to update details of these projects.

One Highland Project: Work was ceased due to the activity on site. They are scheduled to come in and do some maintenance items. They will install a pump that will keep it dry and treat the water for mosquitoes as well. They are working on their bonding application and are ready to start the construction around July 1st.

Alexander circle has the first closings this month. The site is still difficult to get through but they are working on cleaning it up and installing street lights, sod, etc.

Joe Ewald updated on the Grow Grant: The city received 22 applications for loans and 20 were approved and grants we received 70 applications, 64 were approved. Each business received, 937.50. Most businesses picked them up and we mailed a few. Both programs were very well received.

COVID-19 Update: We are continuing collaboration with other cities and the county with weekly meetings. The city is in full employment with our groups. Our staff are staggered working from home and in the office. The intention right now is to not re-open, and we do not have a projected opening date. We have done a really good job in making contact with residents and so we will move a bit slower. We do not have a timeline for opening the playgrounds. We have started maintenance on ballfields and will talk about possible scheduled league play but it would be difficult to maintain the cleaning and sanitizing of all equipment. We have had a number of groups ask if they could use space in the park, ex. Dance recitals in the amphitheater, exercise classes, etc. We may have to look at this in the future. The Fire

Dept. is working on a PPE grant, this grant is to cover future expenses. It amounts to about 9K for the city.

Mr. Cameron asked for an update on the V.A. and if they are handling covid patients. Ron noted that we are trying to ascertain information from them but to his knowledge they have not admitted any covid patients.

New Business

Consideration of Interlocal Agreement with Campbell County Fiscal Court: Ron Dill discussed an interlocal agreement with Campbell County Fiscal Court for the paving of Crowell Ave. Crowell Avenue is scheduled for resurfacing in our current program. In discussion with the Fiscal Court, it was decided that they would like to resurface the remainder of Crowell Ave that is outside the city limits (beyond 59 Crowell Ave) and Eustace Ave. (that extends beyond its intersection with Crowell). The agreement would provide for the resurfacing to be performed under the city's contract and reimbursement from the Fiscal Court for the cost of resurfacing on unincorporated portion of roadway. We have executed this type of agreement for other projects that cross corporation lines. The agreement requires approval from council and then the KY Department of Local Governments. A motion was made by Mr. Bowman and 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. The motion passed by a unanimous vote.

Consideration of Forth of July activities: In light of the COVID 19 crisis and factoring in CDC & KY recommendations regarding assembly of people, we have been evaluating the festivities typically planned for the "4th at the Fort". These activities include the 5K race, parade, Tower Park activities, and fireworks. Each of these intentionally attract large gatherings although steps could be implemented to manage some more than others. We have been in communication with our partners and alerted them of a pending decision on this event. The YMCA is a primary partner as they coordinate the race and parade, Rozzi's is slated to perform the fireworks, and we have music acts under contract. There are several options to consider that include: Moving forward as planned, postponing to alternate date, or canceling some or all events for this year. Each of these options would present multiple issues to consider. Mayor Haas noted that this is a shame and the chances of opening up such a large event probably will not happen. Mr. Bowman noted that he doesn't see any other choice than to cancel. Mr. Bezold asked if we were taking recommendations from the state and are we following them. Ron Dill noted that we are following the CDC guidelines and following other communities. We do not have any financial obligations to Rozzis or the music groups. Everyone that was associated with the day are available for a later date if we decide to reschedule. Mr. Peterman noted that it may not be worth the effort to try to deal with all the consequences later in the year. It would be very hard to make things up because people are tightly scheduled on events. Mayor Haas said a possibility is to try to do something around Veterans Day, but we will not be able to determine that at this time. Mr. Bowman asked if we were covered for the Merchants and Music expenses. Ron Dill noted that we are covered in that aspect.

Consideration of Expanded Outdoor Dining options: The CDC/Governor's orders for reopening of restaurants include restrictions of occupancy but does allow outside dining. Staff has researched details of how we may consider expanding the ability of our restaurants to provide additional seating outdoors. There are limiting factors for each of the options under consideration that may prohibit the ability to achieve this goal. Ron Dill noted that we would like to consider what we can do as a city in compliance with the new restrictions. There are many issues with this pertaining to walkers and social distancing. Mayor Haas noted that the city wants to work with the businesses and should connect with them to hear their ideas on seating. Mr. Peterman didn't think that the city could initiate any criteria because every business operates differently. Mr. Blau would like the city to look into passing an ordinance so that people can walk around the area with their alcoholic beverages. This might help with their business. Mr. Dill noted that we can look into this option.

OLD BUSINESS:

Revisit/update of Communications Study: This topic has been discussed previously with an outline prepared by staff and other support material submitted by member Mark Collier. As we have progressed forward, we have had occasion to implement some aspects from these discussions and other items remain for consideration. As reported, the website is currently “under construction” and update will be provided. Another current topic is city communications and social media standards. It has been discussed previously that perhaps the budget should support personnel assigned to these items. Joe Ewald noted that Melissa Beckett and himself have met with Shawn Mummert of Cincinnati Creative to create a new website. Once this is completed, it will be much more functional. There will also be an events calendar added to the page. Staff will have another meeting in approximately 2 weeks for more training. Once the framework for the website is completed the city will look at signups for residents to receive information via email. Ron Dill indicated that we are looking to set up a city YouTube channel and meetings will be streamed through that site. The city will also consider looking at creating a position for an assigned communications employee.

Finance Committee Report of Disbursements: The Finance Committee presented its Report of Disbursements and recommended the payment of warrants numbered 7435-7645 for the period of **April 14 – May 14, 2020** was presented to council for consideration. A motion was made by Mr. Bowman and seconded by Mr. Bezold 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. Bezold, Mr. Peterman, and Mr. Blau. Voting “no” none. The motion passed by unanimous vote.

Ordinances, Resolutions, and Orders

Municipal Order MO-15-2020: A Municipal Order reappointing Dave Wormald as a member of the Fort Thomas Planning Commission for a four (4) year term. A motion was made by Mr. Bezold and seconded by Mr. Bowman to approve Municipal Order MO-15-2020. 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.

Executive Order No. EO-12-2020: An Executive Order re-appointing Kim Rehtin as a member of the Renaissance Board for a two year term was presented to council with no action necessary.

Executive Order No. EO-13-2020: An Executive Order re-appointing Cathy Sonnet as a member of the Renaissance Board for a two year term was presented to council with no action necessary.

Executive Order No. EO-14-2020: An Executive Order re-appointing Michelle Knight as a member of the Renaissance Board for a two year term was presented to council with no action necessary.

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