

**MINUTES OF A MEETING
OF THE BOARD OF COUNCIL OF THE
CITY OF FORT THOMAS,
CAMPBELL COUNTY, KENTUCKY, ON
MONDAY, DECEMBER 20, 2021**

Mayor Eric Haas called the meeting of council to order at 7:00 p.m. on Monday, December 20, 2021. Melissa Beckett, City Clerk, called the roll and the following council members were present: Lisa Kelly, Ben Pendery, Ken Bowman, Jeff Bezold, Adam Blau and Connie Grubbs. Staff members in attendance included: City Administrative Officer Ron Dill, City Clerk Melissa Beckett, Assistant City Administrator/Finance Director Joe Ewald, Fire Chief Chris Amon, Police Chief Casey Kilgore, and City Attorney Tim Schneider.

Minutes

The minutes from the November 15, 2021 meeting were presented to council for consideration. A motion was made by Mr. Bowman and seconded by Ms. Grubbs to approve the minutes as written. Mayor Haas called for a voice vote and the motion passed unanimously.

Visitors and Communications: None.

Reports of Boards, Committees, and Commissions

Report from the Public Works Committee of Council: Ken Bowman, chair of the Public Works Committee reported the following:

Honorable Mayor and Board of Council:

We the undersigned members of the Public Works Committee of Council hereby report that we have met with city staff on Wednesday December 1, 2021 to review and develop the city's 2022 Capital Improvement Program. While there were many streets considered for improvement, limited available resources restricted the number of streets that could be included in each year's recommended program.

The recommended 2022 street improvement program includes the following streets:

1. Altamont Court
2. Avon Place
3. Bivouac Place
4. Carolina Avenue
5. Garden Way (Holiday to terminus)
6. Glenway Avenue
7. Hawthorne Avenue
8. Linden Court
9. Linden Avenue
10. Rossmore Avenue
11. Summit Avenue (Grand to Avon)
12. Tower Hill Road (N Ft. Thomas to Watch Point Dr.)

The streets in this program would be subject to a special assessment to abutting property owners on a 50%-city, 50%-property owner cost-share basis. Revenue from special assessments to abutting property owners is estimated to generate approximately \$ 197,582.

The Capital Program continues implementation of the City’s adopted sidewalk replacement program with the replacement of deteriorated sidewalks and driveway aprons along portions of the recommended streets and other selected streets within the program at an estimated cost of \$ 25,620.

The Capital Program budget also provides an allocation of \$30,000 for participation in the Sanitation District No 1 cost share programs. These programs allow the city to address flooding issues on public right of way under a 50/50 program and public/private issues on a 1/3 cost share program.

The Capital Program also includes funds estimated at \$20,000 to provide local match for a pending discretionary grant opportunity from the KDOT. This project is for removing the extreme vertical curve on Blossom Lane. It is a cost share project with the City of Southgate and Campbell County Fiscal Court as co-applicants for the grant.

The Capital Program Budget also reserves adequate contingency funds for emergency repairs to other city-owned infrastructure (storm inlets, turnabouts, etc.) and miscellaneous expenses (full depth repair).

The total estimated cost for the 2022 Capital Improvement Program and related fund activity is \$609,576 apportioned as follows:

- Roadway Improvements \$493,956
- Sidewalks/Driveways/curb \$ 25,620
- Contingency / Miscellaneous \$ 15,000
- Engineering – CT Consultants \$ 25,000
- SD1 Cost Share programs \$ 30,000
- Blossom Lane – Grant match \$ 20,000

The Public Works Committee of Council recommends that the Board of Council adopt and approve this committee report and direct staff to proceed with additional planning and preparation for the 2022 Capital Improvement Program. A motion was made by Mr. Pendery and seconded by Mr. Bezold to approve the recommendation from the Public Works Committee of Council. Mayor Haas called for a voice vote and the motion passed unanimously.

Report from the Public Utilities and Buildings Committee: Lisa Kelly reported that the committee met on December 15th and reports as follows:

1. Consideration of conversion to LED Street Lighting option throughout the city.

Staff shared details of process, timing and cost for conversion to LED lighting. Duke Energy provided preliminary cost estimates for conversion to LED lighting that totaled approximately \$575,000. The operational costs for providing this type of lighting would total approximately

\$4,000 per month that represents a 52% reduction from current monthly billing. A lump sum expenditure would result in a 9-10 year payback from operational savings. The process for converting all lighting is 6-9 months after initiating a contract with Duke.

The Committee recommends directing staff to obtain actual cost analysis through Duke Energy to be considered by the full council.

2. Discussion of Electric Vehicle stations in public spaces.

The committee and staff discussed the possibility of placing EV stations in public parking lot areas. The discussion centered on the city's public parking locations at One Highland and the recently obtained 18 North parking lot. It was agreed that electric service should be provided to these locations as they are developed to accommodate EV stations in the future. Other city owned locations should also be explored. The committee reviewed preliminary associated costs, leasing v. ownership of equipment, electric service required, solar options and applications for payment from users.

The discussion also included the consideration of permitting individual homeowners the ability to place personal EV stations within the right of way in front of their homes. There are certain conditions such as grade issues or no driveway access that allows them to connect directly at their homes that has initiated this request from some residents. Issues considered included the visual impact, safety, utility conflicts and exclusive use of right of way areas. It was agreed that some regulations in ordinance form would be necessary, however, other issues would need to be vetted first.

Staff was directed to obtain as much information on these topics from available resources to bring back for committee review. A motion was made by Mr. Bezold and seconded by Mr. Blau to approve the report from the Public Utilities and Buildings Committee. Mayor Haas called for a voice vote and the motion passed unanimously.

Report from the Finance Committee: Ben Pendery reported that they Finance Committee met on December 6th and reports as follows:

The committee/staff was joined by other council members, several Police & Fire Dept. employees and business owners who participated in the discussions.

The committee reviewed the criteria and categories that are defined under the American Rescue Plan Act (ARPA). Each category was discussed and related to how it might be applicable in Fort Thomas. There are essentially six wide ranging qualifying categories and it is understood that the federal guidelines and reporting requirements will dictate the types of projects & expenditures that may be considered.

It was agreed that the city should pursue the "*Public Sector Revenue Loss*" that will account for lost revenues of city from operations through the pandemic. This reporting will comply with the formulas provided through the ARPA guidelines and will replenish lost revenues in the city budget.

"*Premium pay for Essential Workers*" was formally requested from the Local IAFF (Fire) & FOP (Police) unions. There are several issues that were brought forth regarding additional costs for pensions, fairness to all employees and determining value –added to this type of expenditure. Staff will be researching these issues.

The broadest category that may correlate to city priorities is under “Address Negative Economic impacts”. There are some guidelines that allow for certain projects to be considered under this funding. It may include the possibility to replace and/or add amenities in the park system that provide accessibility and serve other underserved demographics. This may include replacement of existing amenities based on increased usage. Projects related to sewer & water may also apply as cited by staff.

There was considerable discussion on concepts of developing support programs that assist our businesses and business districts. There was a stated priority that this aspect was important and perhaps most immediate. Staff has identified various needs expressed by individual business owners that may require both short term and longer term solutions. Engaging the business community will be vital to ascertaining information to proceed with developing these types of programs. To that end, the committee concurs with the immediate expenditure of CARES funds to support the registration of all Ft Thomas businesses into the FTBA to gain their perspective moving forward.

The ARPA funding is limited in scope but the committee recommends moving forward with efforts of matching the urgent/immediate needs of the business community. Otherwise, these funding expenditures should be well planned and accounted for over timeframes that can realistically be vetted and implemented. The underlying premise for these expenditures should be to reach as broad a spectrum of needs that will have the longest lasting impact in our community.

Staff was directed to bring additional information to the committee regarding these concepts with hope of reconvening the committee in the next thirty days. A motion was made by Ms. Grubbs, and seconded by Mr. Bowman to approve the report from the Finance Committee. Mayor Haas called for a voice vote and the motion passed unanimously.

Reports of Officers

Fire Department Monthly Report, Chief Chris Amon: Fire Chief Chris Amon presented the fire monthly report to council. Chief Amon noted that they took about four truckloads of donations to Mayfield, KY. A motion was made by Mr. Bowman and seconded by Ms. Grubbs to receive and file the monthly report for the Fire Department. Mayor Haas called for a voice vote and the motion passed unanimously.

Police Department Monthly Report, Chief Casey Kilgore: Chief Casey Kilgore presented the police monthly report for September to council. A motion was made by Mr. Bowman and seconded by Ms. Grubbs to receive and file the monthly report for the Police Department. Mayor Haas called for a voice vote and the motion passed unanimously.

City Administrator’s Report: Ron Dill

N. Ft Thomas Avenue Sidewalk: The final inspection and request for reimbursement for the grant have been completed. The project came in on time and was \$7,620 under budget on a \$430,425 contract with TMS Construction. We are very pleased with the overall project and the value add to our community from this improvement.

One Highland Streetscape: The streetscape replacement project, parking lot and realignment of N. Ft. Thomas Ave has been designed and placed out for bid. The bid opening is scheduled for January 12th at 2:00 pm. Council will receive and review bids at the January 18th meeting.

City Building Update: There has been some delay in getting the site work in the rear of the building completed. This work, including the base asphalt, was completed this week and will now allow the roof and masonry on the addition to commence. The interior is receiving drywall; completed on the first floor and partially complete on second floor. Windows are installed (except addition) and framing in the addition is completed. The Fire Department has reoccupied their space since mid-November.

Police Hiring: We are still in need of filling two positions for police officers. We currently have advertising for lateral hiring and hope to complete this process by the end of January.

Joint Council/School Board Meeting: The city has confirmed this meeting for Tuesday, January 11th at 6:00 pm. This meeting will be held at the Launch Facility -20 Grand Ave. Superintendent Brian Robinson and Ron Dill are working on agenda items.

Carlisle Park & 18 North property Acquisitions: Both of these properties are in line to close before the end of this year.

City Holiday Party/ Holiday Walk: Ron voiced his appreciation for the great success of both of these events. City staff, council and volunteers were very appreciative of the opportunity to attend a nice event at the holidays. The community responded in kind for the Holiday Walk....great participation & success! Special thanks to Chanda Calentine for her superb effort in making both of these events a success.

New Business

Consideration of Bids – Fire Department Garage Doors: This was an alternate bid item when the city bid the entire project and was declined when we awarded the bid last year. The item has now been further clarified as to need, style, color etc. so they were bid independently. We solicited closed bids that were properly advertised and read on November 23rd at 2:00 pm and received three bids ranging from \$33,535 - \$41,903. NKY Overhead Door is the low bid at \$33,535 however, they did not meet bid specifications, submit bid/performance bonds or guarantee pricing. Based on these deficiencies, our architect is recommending the next low bid of \$40,670 submitted by Overhead Door of Cincinnati. A motion was made by Mr. Bezold and seconded by Mr. Blau to approve the bid from Overhead Door of Cincinnati in the amount of \$40,670. Upon call of the roll, the following members voted “aye”: Ms. Kelly, Mr. Pendery, Mr. Bowman, Mr. Bezold, Mr. Blau, and Ms. Grubbs. Voting “no” none. The motion passed by a unanimous vote.

Consideration of 2022 Employee Health Plan: The city completed our third year of a self-funded option for providing employee health care. The city is working with Sherrill Morgan to develop and manage the plan. We are just beginning to realize trends over time although COVID did interrupt normal activity. There are some increases in coverage costs however, these cost are recommended to be proportionately shared with employees by percentage increase and our reserve balance is generally maintained. A motion was made by Mr. Bezold and seconded by Mr. Bowman to approve the employee health plan for 2022. Upon call of the roll, the following members voted

“aye”: Ms. Kelly, Mr. Pendery, Mr. Bowman, Mr. Bezold, Mr. Blau, and Ms. Grubbs. 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 10319 – 10502 for the period of **November 12 – December 16, 2021.** A motion was made by Mr. Bowman and seconded by Ms. Grubbs to concur in the recommendation of the Finance Committee. Upon call of the roll, the following members voted “aye”: Ms. Kelly, Mr. Pendery, Mr. Bowman, Mr. Bezold, Mr. Blau, and Ms. Grubbs. Voting “no” none. The motion passed by a unanimous vote.

Ordinances and Orders

Ordinance O-16-2021: An ordinance amending the personnel and pay classification plan to include the position of Administrative Assistant was presented to council for a first reading. This ordinance will be laid over to the next regular meeting of council for consideration.

Ordinance O-17-2021: An ordinance amending the pay ordinance to establish the rate of pay for the administrative assistant. This ordinance will be laid over to the next regular meeting of council for consideration.

Municipal Order MO-13-2021: A municipal order reappointing Tom Fernandez to the Board of Adjustment was presented to council. A motion was made by Mr. Bowman and seconded by Mr. Bezold to approve municipal order MO-13-2021. Upon call of the roll, the following members voted “aye”: Ms. Kelly, Mr. Pendery, Mr. Bowman, Mr. Bezold, Mr. Blau, and Ms. Grubbs. Voting “no” none. The motion passed by a unanimous vote.

Municipal Order MO-14-2021: A municipal order appointing Ken Bowman as the Board of Council’s representative for the Ohio, Kentucky, Indiana Council of Governments. A motion was made by Mr. Bezold and seconded by Mr. Pendery to approve municipal order MO-14-2021. Upon call of the roll, the following members voted “aye”: Ms. Kelly, Mr. Pendery, Mr. Bowman, Mr. Bezold, Mr. Blau, and Ms. Grubbs. Voting “no” none. The motion passed by a unanimous vote.

Executive Order EO-13-2021: An executive order re-appointing Dan Gorman as a member of the Planning Commission was presented to council with no action necessary.

Executive Order EO-14-2021: An executive order appointing John Cody as a member of the Tree Commission was presented to council with no action necessary.

Executive Session: Staff will be requesting council to enter into executive session for the following purpose:

- 1) In accordance with KRS section 61.810 (b) – for the deliberation of the future acquisition or sale of real property by a public agency.

The item (s) for discussion will be: The option/terms for acquisition of certain property/properties within the Central Business District.

A motion was made by Mr. Bezold and seconded by Ms. Grubbs to adjourn into executive session. Upon call of the roll, the following members voted “aye”: Ms. Kelly, Mr. Pendery, Mr. Bowman,

Mr. Bezold, Mr. Blau, and Ms. Grubbs. Voting “no” none. The motion passed by a unanimous vote.

A motion was made by Mr. Bowman and seconded by Ms. Grubbs to re-convene the regular meeting of council.

With no further business to come before council, the meeting was adjourned.

APPROVED:

Eric Haas, Mayor

ATTEST:

Melissa K. Beckett, City Clerk