

**MINUTES OF A MEETING
OF THE BOARD OF COUNCIL OF THE
CITY OF FORT THOMAS,
CAMPBELL COUNTY, KENTUCKY, ON
TUESDAY, JANUARY 18, 2022**

7:00 P.M. ABC Public Hearing: Joe Ewald, ABC Administrator: Joe Ewald opened the public hearing for an application received from Fort Thomas Coffee. The legal ad reads as follows:

Application has been received from City Coffee, Inc., dba: Fort Thomas Coffee, 1 Highland Avenue Unit A, Fort Thomas, Kentucky 41075, for an NQ-4 Retail Malt Beverage Drink License, Quota Retail Package License, NQ-2 Retail Drink License, and Special Sunday Sales License. The application is on file in the office of the City Alcoholic Beverage Control Administrator and will be finally considered at the City Council Meeting on Tuesday, January 18, 2022 at 7:00 p.m., at the Fort Thomas Mess Hall / Community Center. Any person having good cause or reason to object to the granting of this license may appear before the ABC Administrator and be heard or may submit written comments prior to the meeting.

Joe called for public comment.

Ms. Lisa Adams of 5 Woodland Place voiced some concerns from the residents on Woodland Place. The residents are concerned about noise, traffic, people leaving the establishment drunk, parking and the potential for loud music and littering, because they feel that the business is becoming a bar. Justin and Christina Smalley, owner of Fort Thomas Coffee were present. Christina addressed Ms. Adams concerns. The business will be governed by a HOA, and based on their contract cannot be open past 10 p.m. on weeknights and 11 p.m. on weekends. They are a family friendly business. The liquor license that they have applied for is similar to a restaurant license. Children will be welcome on the premises at all times. There is an entertainment district where they will direct traffic after 9 p.m. Christina noted that lighting should not be an issue to Woodland Place neighbors. Drunkenness will not tolerated, their business is tailored to the casual drink in the evening crowd.

Adam Blau thanked Justin and Christine for all of their efforts in relocating Fort Thomas Coffee to One Highland.

The public hearing was closed at 7:15 p.m.

Mayor Eric Haas called the meeting of council to order at 7:15 p.m. on Tuesday, January 18, 2022. Melissa Beckett, City Clerk, called the roll and the following council members were present: Lisa Kelly, Ben Pendery, Ken Bowman, Adam Blau and Connie Grubbs. Absent: Jeff Bezold. 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 December 20, 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:

Presentation on Gun Safety: Dr. Rhea Vidrine addressed council with a presentation regarding the “Be Smart” Program. The campaign launched to promote responsible gun ownership, to reduce child gun deaths and to provide information on secure gun storage. Gun owners are encouraged through the Be SMART campaign to take these five simple steps to help prevent shootings in children. **S**ecure all guns in your home and vehicles; **M**odel responsible behavior around guns; **A**sk about the presence of unsecured guns in other homes; **R**ecognize the role of guns in suicide; and **T**ell your peers to be SMART. For more information on this campaign, please visit www.beSMARTforKids.org and www.momsdemandaction.org. Police Chief Casey Kilgore noted that the police department has free gun locks that can be picked up at the office at 130 N. Ft. Thomas Ave.

Council Resignation: Connie Grubbs notified council that effective tomorrow (January 19, 2022) she will be officially stepping down from her position on council. She has accepted an offer from the Manhattan Opera as stage manager, which is an incredible opportunity for her. She will miss Fort Thomas and enjoyed her time on council.

Reports of Officers

Fire Department Monthly Report, Chief Chris Amon: Fire Chief Chris Amon presented the fire monthly report to council. 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 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

City Building Update: Drywall installation is being completed throughout the building and most utility infrastructure is completed inside the building. These processes are continuing in the addition portion of the building. The exterior windows are completed except in the addition and brick façade is currently being placed on the addition.

Joint Council/School Board Meeting: The meeting provided a great forum to collaborate and to highlight potential projects into the future. Ron Dill will be following up with Superintendent Brian Robinson to further explore the parking lot access and study of the “combined storage” building and soccer complex design concepts to report potential next steps. Mr. Blau indicated that he would like to see the school board and council meet more than once a year.

Quarter One Development Agreement: This group is still performing due diligence on their end. A potential draft agreement will likely be available for consideration at the February or March meeting.

TP Ballfield Shelter: Ron Dill is working on a professional services agreement with Graybach to assist with project management for construction of this project. They would secure competitive

bids for subcontractors to be hired by the city and perform some oversight/management of on-site activities not being performed by the city. This will reduce overall costs for this project.

2022 Street Resurfacing Program: The street resurfacing program has been moved forward approximately two months from traditional timeframes for our program. The public hearing is scheduled for Tuesday, January 25th at 6:30 pm. (Avon, Garden Way, Summit, Carolina, Linden, Linden Court, Hawthorne) The hearing will be held at the Mess Hall and a second start time at 7:30 pm (Altamont, Bivouac, Glenway, Rossmore, Tower Hill) will allow for the group size gathering to be reduced.

Zoning Ordinance Update: The Planning Commission will continue evaluating update materials at their meeting on Wednesday January 19th at 6:30 pm. Kevin Barbian and our consultant from CT are doing a great job with this process. Research material will continue to be posted on the city website.

City Rebranding: Staff as advertised for RFP to qualified agencies interested in working with the city on potential rebranding and marketing. RFPs will be received and scheduled for review by council.

Ron Dill announced his retirement from the city later in the spring of 2022. Ron noted that it was a difficult decision but he will be moving on to a new opportunity. There is a lot going on in the city right now and there are several projects that Ron would like to see through before he goes. Mayor Haas said that he hates to see Ron go but is grateful that he will be here a little longer. His opportunity is too good to pass up. Council members congratulated Ron and wished him all the best. Ken Bowman expressed that he would like to see the position advertised nationally.

The Department of the Treasury has lifted the restrictive nature of the ARPA funds for cities similar to Fort Thomas. These funds now may be used for any operating expense related to city government.

New Business

Consideration of Bids – Highland Avenue/N. Ft. Thomas Avenue Streetscape: Bids were advertised and publicly opened at 2:00 pm on Wednesday January 12th. This project includes rebuilding the streetscape from Lodge Lane through the west intersection of Woodland Place. It also includes finishing the public parking lot behind One Highland, addressing drainage issues in front of the Masonic Lodge and at the intersection of Miller Lane. We received three (3) bids from Adleta Construction, Inc. (\$699,612.36) Ford Development (\$733,585.30) and Prus Construction (\$793,676.50). The engineer's estimate for this project was \$705,457.00 CT Consultants have reviewed bids and recommend award to Adleta Construction in the amount of \$699,612.36. A motion was made by Mr. Bowman and seconded by Mr. Pendery to approve the bid from Adleta Construction in the amount of \$699,612.36. Upon call of the roll, the following members voted "aye": Ms. Kelly, Mr. Pendery, Mr. Bowman, Mr. Blau and Ms. Grubbs. Voting "no": none. The motion passed by a unanimous vote.

Consideration of a Business Assistance Grant Program: Staff has been in close contact with the business community and monitoring the effects of the COVID pandemic on local businesses. The recent infection rate with the Omicron variant has caused some staffing shortages that have resulted in closures/loss of revenue to certain businesses. It warrants a consideration of a grant

program similar to the 2020 program administered by the city for businesses when we faced mandatory business closures. The program details could follow similar guidelines but be more targeted to those businesses that had staffing/closure issues. Staff will provide additional details and post documents. Any appropriation to support this type of program do qualify to be drawn from the available ARPA funds.

Chanda Calentine, Economic Development Director was present and addressed council. Chanda noted that many businesses throughout Fort Thomas have been affected by employee shortages and closures. Chanda and Joe Ewald are looking at a lost revenue grant in the amount of \$2,500.00 to at least cover rent or other needed expenses. Joe noted that the idea is to move quickly with the grant. Mr. Blau asked how eligibility would be considered. Chanda noted that there would be a review process similar to last year. The amount that would be funded would be approximately \$12,000 for this round of grants and any funds not used would be re-allocated back into the general fund. A motion was made by Mr. Bowman and seconded by Ms. Grubbs to approve funding of \$125,000.00 for the Business Assistance Grant. Ms. Grubbs also noted that we can also do other things to support our businesses when it comes to Covid. Things like masking and getting boosted helps out, it's about being on the same page as a community. Upon call of the roll, the following members voted "aye": Ms. Kelly, Mr. Pendery, Mr. Bowman, Mr. Blau and Ms. Grubbs. Voting "no": none. The motion passed by a unanimous vote.

Ordinances and Orders

Ordinance No. O-16-2021: A second reading of an Ordinance amending the "Personnel and Pay Classification Plan" to include the position of Administrative Assistant was presented to council for consideration. A motion was made by Ms. Grubbs and seconded by Mr. Bowman to approve Ordinance O-16-2022. Upon call of the roll, the following members voted "aye": Ms. Kelly, Mr. Pendery, Mr. Bowman, Mr. Blau and Ms. Grubbs. Voting "no": none. The motion passed by a unanimous vote.

Ordinance O-17-2021: A second reading of an Ordinance amending the Pay Ordinance to establish the rate of pay for the position of Administrative Assistant was presented to council for consideration. A motion was made by Ms. Grubbs and seconded by Mr. Bowman to approve Ordinance O-17-2022. Upon call of the roll, the following members voted "aye": Ms. Kelly, Mr. Pendery, Mr. Bowman, Mr. Blau and Ms. Grubbs. Voting "no": none. The motion passed by a unanimous vote.

Municipal Order No. MO-01-2022: A municipal order appointing Steve Kowolonek as a member of the Board of Adjustment was presented to council for consideration. A motion was made by Mr. Pendery and seconded by Mr. Bowman to approve municipal order MO-01-2022. Upon call of the roll, the following members voted "aye": Ms. Kelly, Mr. Pendery, Mr. Bowman, Mr. Blau and Ms. Grubbs. Voting "no": none. The motion passed by a unanimous vote.

Executive Order No. EO-01-2022: An order reappointing Susan Stewart as a member of the Fort Thomas Renaissance Board was presented to council with no action necessary.

Executive Order No. EO-02-2022: An order appointing Sam Shelton to the position of Administrative Assistant was presented to council with no action necessary.

Councilwoman Connie Grubbs announced that she was resigning her position on council due to an employment opportunity which required relocation. The effective date of her resignation would

be Tuesday, January 19, 2022. Councilwoman Grubbs expressed her appreciation for the opportunity to serve the citizens of the City of Fort Thomas, but has been offered a position that she feels is difficult to pass up. Discussion then ensued about Councilwoman Connie Grubbs replacement and how that process would take place. City Attorney Tim Schneider reviewed how the process should legally take place. It was the consensus of council to take applications/resumes with a deadline of February 11th at 4:30 p.m. A special meeting of council was then scheduled for Tuesday, February 15th at 5:00 p.m. to discuss candidates and make a decision on a replacement.

City Administrative Officer Ron Dill publicly announced his intention to retire from the service of the City of Fort Thomas. Mr. Dill previously informed the Mayor, members of council and staff that his intention would be to retire in the Spring. Mr. Dill further stated that the exact date of his retirement will be pending and that he will working with Mayor Haas to determine to process of naming a replacement. Mayor Haas and members of council expressed appreciation for Mr. Dill's many years of dedicated service to the City of Fort Thomas.

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

APPROVED:

Eric Haas, Mayor

ATTEST:

Melissa K. Beckett, City Clerk