**CITY OF UNION
Special Business Meeting
March 26, 2020**

**Regular Business**

The meeting was called to order at 6:05 PM on March 26, 2020 by Mayor Larry Solomon. Due to the Coronavirus Pandemic, this meeting was conducted by Zoom Videoconferencing.

**Pledge of Allegiance**

Mayor Solomon led all attendees in the pledge to the flag.

**Roll Call**

A quorum was present and a roll call was taken: Commissioner John Mefford, Commissioner Jeremy Ramage, Commissioner Eric Dulaney, Commissioner Bryan Miller and Mayor Larry Solomon.

**Also present:**

City Attorney-Greg Voss, Esq.; City Administrator-David Plummer; City Communications and Operations Director-Melissa Hinkle, City Clerk Christy Everman and City Engineer Barry Burke.

**Approval of Minutes**

Mayor Solomon asked for approval of the March 2 Meeting Minutes. Commissioner Miller moved to approve both sets of minutes. Commissioner Mefford seconded that motion. **Motion approved 5-0 by Roll Call Vote, Dulaney-Aye; Mefford-Aye; Miller-Aye; Ramage-Aye; Solomon-Aye.**

**Financial Reports**

Commissioner Miller presented the financial report. There were no questions regarding any of the financial reports.

Commissioner Mefford moved to approve the March expenditures and bills. Commissioner Dulaney seconded that motion. **Motion approved 5-0 by Roll Call Vote, Dulaney-Aye; Mefford-Aye; Miller-Aye; Ramage-Aye; Solomon-Aye.**

**Citizen Comments**

There were no citizen comments, and no citizens were present on the call.

**Mayor Comments**

Mayor Solomon updated the group on the daily Boone County Emergency Response calls for the Coronavirus Pandemic. These calls take place each morning at 10 AM. The calls update everyone on the number of cases, hospitalizations and deaths in Northern Kentucky and show how the group is responding to needs in the community. Mayor Solomon and Commissioner Plummer both participate on the call and will update the commission on any issues regarding the City of Union.

Mayor Solomon noted that the KLC Visioneering Session #2 scheduled for April 18 has to be postponed due to the virus. While the session could be conducted via video, Solomon felt it was important to have face-to-face interaction of all parties, and KLC would prefer to reschedule to a later date.

Mayor Solomon also updated that he had spoken with Lisa Ammons of Kroger, and that they are still planning upgrades to the old Kroger Store, including the improvements to the old Liquor Store area so that Grandview Tavern could locate there. He emphasized again that this location is zoned retail, and that Kroger should make more progress in improving the appearance of the location and offering retail services there as they originally planned in their request to repurpose the building. He will continue to stay in contact with Kroger to move this progress forward. He also noted that there have been several interested parties in the old Flipdaddy’s location, but that no progress had been made for a new tenant. Many parties were interested in an outright purchase of the building, but the current building owner prefers a rental situation. The location is not owned by the Kroger Corporation, but is privately owned by an owner in Ohio.

**Economic Development**

Commissioner Ramage noted the February meeting had to be cancelled, due to lack of quorum, but that the group met on March 18, via Zoom Videoconferencing. The group approved some preliminary mission statements and goals for 2020/2021, and will have information sessions to educate the group on some items. A full report of the meeting will be available at the April commission meeting.

**Public Works Report**

Commissioner Dulaney noted that the work on Mt. Zion has continued, despite the pandemic, and that progress is being made to make the switch to the new intersection at the new road and US42. Other work continues all along the corridor, including a new traffic pattern near Gunpowder Road.

The Capital Improvement Plan for the Union roads has been completed, with on-site review by the Public Works team. City Engineer Burke estimates between $190,000/$200,000 for the proposed work in 2020, subject to a public bid process. Those bid documents will be presented for approval by the commission at the April Meeting and a bid opening is planned for May.

**City Administrator Report**

AdministratorPlummer presented the contingency plan for the office operations. NKOL is currently setting up a Virtual Private Network (VPN) so staff can access the server and shared files located on that server. Director Hinkle has set up the videoconferencing Zoom system for the group, and this has been successfully used for small group meetings, office huddles and for the March EDC meeting with relative ease.

Administrator Plummer also updated on a report from Rumpke regarding trash collection during the pandemic. They are planning to maintain their regular schedules, and ask that people take extra precautions to keep their trash secured in bags for the safety of their personnel. These recommendations have been posted to social media, sent by email blast and posted on the City website for citizens to review.

Plummer also updated that A&A remains on duty, and they anticipate starting to cut the grass starting in April, based on growth and weather.

Administrator Plummer also informed the group that Governor Beshear had extended the deadline for filing Kentucky taxes to July 15, to be in line with the Federal guidelines. Commissioner Miller noted, however, that interest on any owed amounts would not be waved, due to a clause in the Kentucky constitution and that the interest rate is 12%. He requested city staff make an effort to inform citizens of this information, so they can make informed decisions on their tax filings.

**Communications/Office Operations Report**

Director Hinkle requested formal approval to cancel the 2020 City Easter Egg Hunt. Due to the Governor’s restrictions on face-to-face interaction, and the closure of the Union Presbyterian Church to in-person interactions, there is no venue to host the event, and cancellation is necessary. She is looking to find a charity willing to take a donation of the eggs, or perhaps host an alternative event with UPC once pandemic restrictions are lifted. The commission approved cancellation of the event on the recommendation of Commissioner Mefford, in the interest of public safety.

**City Attorney Report**

**Legislation: Ordinances/Municipal Orders/ Resolutions (prepared by Attorney Greg D. Voss)**

*Resolutions.*

**RESOLUTION NO. 2020-02 –** A RESOLUTION ACCEPTING THE CONTRACT OF PALMER PAVING TO PROVIDE PAVING SERVICES AND INSTALLING A NEW SECTION OF THE UNION CITY BUILDING PARKING LOT AND AUTHORIZING THE MAYOR TO EXECUTE THE CONTRACT. Discussion was held regarding the option to hold back 5% as a surety, but City Engineer Burke noted that they are posting a bid bond that is sufficient for any guarantee, and the amount bid is not enough to require such a withholding. Motion to approve made by Commissioner Mefford. Second by Commissioner Dulaney. **Motion approved 5-0 by Roll Call Vote, Dulaney-Aye; Mefford-Aye; Miller-Aye; Ramage-Aye; Solomon-Aye.**

 **RESOLUTION NO. 2020-03 –** A RESOLUTION ACCEPTING THE CONTRACT OF SECO ELECTRIC CO., INC. TO INSTALL POLE LIGHTING FOR THE PARKING LOT OF THE UNION CITY BUILDING AND AUTHORIZING THE MAYOR TO EXECUTE THE CONTRACT. It was noted by Administrator Plummer that these will be three light poles of the same lumens as the one located at the intersection of Rice Pike and US 42. Motion to approve made by Commissioner Dulaney. Second by Commissioner Mefford. **Motion approved 5-0 by Roll Call Vote, Dulaney-Aye; Mefford-Aye; Miller-Aye; Ramage-Aye; Solomon-Aye.**

**RESOLUTION NO. 2020-04 –** A RESOLUTION ACCEPTING THE CONTRACT OF PALMER PAVING TO PROVIDE PAVING AND REMOVAL OF THE ISLAND AT WHISPERING TRAILS DRIVE AND AUTHORIZING THE MAYOR TO EXECUTE THE CONTRACT. Motion to approve made by Commissioner Dulaney. Second by Commissioner Ramage. **Motion approved 5-0 by Roll Call Vote, Dulaney-Aye; Mefford-Aye; Miller-Aye; Ramage-Aye; Solomon-Aye.**

**RESOLUTION NO. 2020-05 -**  A RESOLUTION ADOPTING THE CITY OF UNION VISIONING VALUES AND VALUE STATEMENTS. Motion to approve made by Commissioner Ramage. Second by Commissioner Mefford. **Motion approved 5-0 by Roll Call Vote, Dulaney-Aye; Mefford-Aye; Miller-Aye; Ramage-Aye; Solomon-Aye.**

**RESOLUTION NO. 2020-06 –** A RESOLUTION OF THE UNION CITY COMMISSION RATIFYING MAYOR LARRY K. SOLOMON’S DECLARATION OF A STATE OF EMERGENCY DATED MARCH 19, 2020. Motion to approve made by Commissioner Mefford. Second by Commissioner Ramage. **Motion approved 5-0 by Roll Call Vote, Dulaney-Aye; Mefford-Aye; Miller-Aye; Ramage-Aye; Solomon-Aye.**

*Municipal Orders*

**MUNICIPAL ORDER NO. 2020-04 –** A MUNICIPAL ORDER ESTABLISHING THE DAY AND TIME OF THE APRIL CITY COMMISSIONERS MEETING FOR THE CITY OF UNION, KENTUCKY. Motion to approve made by Commissioner Mefford. Second by Commissioner Ramage. **Motion approved 5-0 by Roll Call Vote, Dulaney-Aye; Mefford-Aye; Miller-Aye; Ramage-Aye; Solomon-Aye.**

**MUNICIPAL ORDER NO. 2020-05 –** A MUNICIPAL ORDER PROVIDING FOR LEAVE UNDER THE FAMILIES FIRST CORONAVIRUS RESPONSE ACT. Motion to approve made by Commissioner Dulaney. Second by Commissioner Mefford. **Motion approved 5-0 by Roll Call Vote, Dulaney-Aye; Mefford-Aye; Miller-Aye; Ramage-Aye; Solomon-Aye.**

Ordinances

**ORGINANCE NO. 2020-01—**AN ORDINANCE ADOPTING TRAFFIC CALMING POLICIES FOR THE STREETS AND ROADWAYS LOCATED IN THE CITY OF UNION, KENTUCKY. Motion to approve made by Commissioner Dulaney. Second by Commissioner Mefford. **Motion approved 5-0 by Roll Call Vote, Dulaney-Aye; Mefford-Aye; Miller-Aye; Ramage-Aye; Solomon-Aye.**

**Announcements**

The next meeting of the commission will be Monday, April 20, 2020 at 6:00 pm via a Zoom Videoconference. This will be another special meeting. Meeting in May will return to the regular day and time, i.e., Monday, May 4, 2020 at 6:30 p.m. For now, this meeting will again be a Zoom Videoconference.

**Adjournment**

Motion to adjourn was made by Commissioner Dulaney and seconded by Commissioner Ramage. **Motion approved 5-0 by Roll Call Vote, Dulaney-Aye; Mefford-Aye; Miller-Aye; Ramage-Aye; Solomon-Aye.**  Meeting adjourned at 7:02 p.m.

**APPROVED: ATTEST:**

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**Larry Solomon, Mayor Christy Everman, City Clerk**