

**CITY OF UNION
Business Meeting
February 1, 2021**

Regular Business

The meeting was called to order at 6:00 PM on February 1, 2021 by Mayor Larry Solomon via Zoom Teleconference.

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 Jeremy Ramage, Commissioner John Mefford, Commissioner Eric Dulaney, Commissioner Brian Garner and Mayor Larry Solomon.

Also present:

City Attorney-Greg Voss, Esq.; City Administrator-David Plummer; City Communications and Operations Director-Melissa Hinkle, City Clerk/Treasurer Christy Everman and City Engineer Barry Burke. Also present was BCPC representative for Union-Steve Harper.

Approval of Minutes

Mayor Solomon asked for approval of the January 11th Meeting Minutes. Commissioner Mefford noted a typo on the approval of the previous minutes, with a date correction to January 11th in the call to order. Commissioner Garner moved to approve the minutes with this change. Commissioner Mefford seconded that motion. **Motion approved 5-0**

Financial Reports

Commissioner Ramage presented the monthly financial report and bills to pay. He noted there were no major items of note in the report, and all budget items look to be normal and in line with usual spending.

Commissioner Dulaney moved to accept the monthly profit and loss statement and the bills to be paid. Commissioner Ramage seconded the motion. **Motion approved, 5-0.**

Visitors and Guests Wishing to Speak

Mr. Harper wanted to commend the Small Business Grants program in Union. He is a chamber member and noted only nine cities in Northern Kentucky had such a program of 37 possible cities to hold grants. He thought it was a credit to Union that we were one of the cities to hold an SBG program. Mayor Solomon noted that the Union program was used as a model to set up the Walton SBG program.

Mayor Comments

Mayor Solomon noted that he will be working on a market analysis for the City of Union as part of work with the Economic Development Committee, and will be bring information on that to the group next month.

Economic Development/Boone County Planning Update

Commissioner Dulaney noted the group had held their first meeting under his leadership, and they are working with the Grammas Development on their project near Bristow Drive and US42. The group will also be working on the gateway signage project this year, along with Mt. Zion Beautification efforts.

Mr. Harper had no update on the Planning Commission for the Union area, other than noting the Grammas Development had been approved.

Public Works Report

Commissioner Garner noted that the residents along Braxton Road had been notified about the parking ordinance passed in December, and that signage will be placed shortly by Boone County Sign Works. There has been no update on the US42 Road Speed Request submitted by Union, Boone County and the Sheriff and Fire Departments, but that city staff is following up to try to get an update on the request from KYTC.

Engineer Burke updated again on the Mt. Zion LED lights and that he is working on an RFQ for the maintenance of those lights once they transfer to city control.

Burke has also updated the Capital Improvements Plan for 2021-22, and is recommending six streets for a complete resurface, along with pothole repairs, edge and side drains, and a few sidewalk repairs and catch basin repairs. He is 90% complete in the preparation of the bid documents. Commissioner Garner asked that the commission consider increasing slightly the amount for annual road repairs, so the city can get ahead of issues early.

Commissioner Dulaney reported on the sidewalk maintenance program, which he has been working on and will continue on until it is complete, to maintain continuity. He reviewed the policies of several Northern Kentucky cities and gave a review of the legal issues conducted by the Kentucky League of Cities, which indicated that cities can be liable for damages in the event of sidewalks in disrepair. While some cities repair sidewalk issues, most require that the repairs be the responsibility of homeowners, with the city repairing only areas of common use or adjacent to city properties. In the past, Union has repaired some sidewalk issues at city cost. Commissioner Garner asked how much Union spent in annual sidewalk repairs. Engineer Burke said he estimated that annual costs were \$1,200 or less per year, in repairing major safety issues regarding sidewalks.

Communications/Office Operations Report

Director Hinkle updated on the upcoming events for the city. Due to COVID, in-person events are still delayed. She has set up a partnership with StoryPoint Senior Living to conduct a "Meet Cute" contest for Valentine's Day. Citizens can submit up to a 1,000-word story on how they met, to win a steak and lobster dinner with sides and a bottle of wine. This contest began today and runs through February 17th.

Hinkle has also partnered with StoryPoint to utilize their circle driveway to distribute Easter Eggs to children in the community, as a COVID-safe option to the annual Easter Egg Hunt. Commissioner Ramage inquired if we would be restricting the event to citizens only, but Hinkle reminded the group that residency has never been required to attend the Easter event in the past, and with the surplus of eggs, she can provide available bags to more than 400 children in the area. She will be requesting Union residents to preregister, and drawing for the door prizes from those preregistrations, so that citizens will be the only eligible participants in that drawing. In addition, Ramage suggested an Easter coloring contest, and Hinkle will arrange for that contest as well, and restrict it to citizen participation as well. Those two items will launch on the website the first week of March, and run through a few days before Easter. The Easter event will be held on Good Friday, likely between 3-6 p.m., to allow working parents time to get their children to the event. Easter Bunnies will be on hand, and socially-distanced photo opportunities will be available. StoryPoint will also be providing giveaway items to those who come to the drive through event.

Director Hinkle also presented on the CERKL newsletter program. This program is currently run by Boone County, along with the Boone County Schools and Boone County Library. The Schools and Library are opting out of the program and Union has been invited to join, along with the City of Florence. The CERKL program provides an email newsletter weekly to more than 24,000 subscribers in Boone County, and allows for tailored emails sent on interests and is an AI driven system that allows for active participation. Hinkle stressed that Florence has not yet signed up, but the cost to the city would be \$3,500 per year, provided Florence joins. It would be more than \$5,000 cost to the city if Florence is not a participant, making the service not as viable for city use. Commissioner Garner made a motion to allow up to \$3,500 expenditure to be made if Florence joins the program and for the City to be a partner in the CERKL newsletter. Commissioner Dulaney seconded.

Motion approved 5-0.

City Administrator Report

Administrator Plummer updated on the Coronavirus Relief Fund, noting that the City of Union has completed the program, with the last payment of \$6,500 received on tech purchases made by the city.

Plummer also updated on COVID-19 Vaccines. The supply of the vaccine is the largest issue, with the supply very low, and the demand very high. A mass vaccination site will open in the next month at the Northern Kentucky Convention Center in Covington, with a partnership between Northern Kentucky Health Department and Kroger making the site possible. Everyone is encouraged to contact the NKY Health Department for vaccine questions and appointments, as they handle all vaccine distribution in the area.

Plummer also updated the group on a Household Utility Assistance program. There is money available to the city through this program, but the city has to be the conduit for the funding. In Union, Plummer noted there is a demand with just SD1 reporting more than \$43,000 in overdue utilities. There will be an information session on the program on February 3 thorough the Department of Local Government that he will attend and he will bring forward more details next month.

City Attorney Report

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

Resolutions.

RESOLUTION 2021-02— A RESOLUTION URGING THE KENTUCKY GENERAL ASSEMBLY TO ENACT LEGISLATION THAT MODERNIZES KENTUCKY'S ROAD FUNDING FORMULA TO PROVIDE A MORE EQUITABLE ALLOCATION OF REVENUE TO CITIES TO ENSURE THE SAFETY, MAINTENANCE AND CONSTRUCTION OF VITAL CITY STREETS AND BRIDGES. Motion to approve was made by Commissioner Dulaney and seconded by Commissioner Mefford.

Motion approved 5-0.

RESOLUTION 2021-03-A RESOLUTION RENAMING A CERTAIN STREET SITUATED IN THE CITY OF UNION, KENTUCKY -CORNER COURT. Motion to approve was made by Commissioner Dulaney and seconded by Commissioner Ramage. **Motion approved 5-0.**

RESOLUTION 2021-04-A RESOLUTION RENAMING A CERTAIN STREET SITUATED IN THE CITY OF UNION, KENTUCKY -UNION SCHOOL ROAD. Motion to approve was made by Commissioner Mefford and seconded by Commissioner Dulaney. **Motion approved 5-0.**

RESOLUTION 2021-05 -A RESOLUTION RENAMING A CERTAIN STREET SITUATED IN THE CITY OF UNION, KENTUCKY - BRISTOW DRIVE. Motion to approve was made by Commissioner Garner and seconded by Commissioner Mefford. **Motion approved 5-0.**

RESOLUTION 2021-06-A RESOLUTION RENAMING A CERTAIN STREET SITUATED IN THE CITY OF UNION, KENTUCKY-BANDITS BOULEVARD. Motion to approve was made by Commissioner Mefford and seconded by Commissioner Ramage. **Motion approved 5-0.**

Ordinances

ORDINANCE 2021-01--AN ORDINANCE ESTABLISHING THE DAY AND TIME OF THE MONTHLY CITY COMMISSIONERS MEETING FOR THE CITY OF UNION, KENTUCKY. Motion to approve was made by Commissioner Mefford and seconded by Commissioner Ramage. **Motion approved 4-1**, with Commissioner Dulaney objecting to the time change due to the difficulty for those who work to attend the meetings held at 6 p.m.

ORDINANCE 2021-02--AN ORDINANCE OF THE CITY OF UNION, KENTUCKY APPROVING, WITH CONDITIONS, A REQUEST OF NICK GRAMMAS, GRAMMAS INVESTMENTS APPLICATION FOR A ZONING MAP AMENDMENT, SUCH ZONING MAP AMENDMENT TO THE BOONE COUNTY ZONING MAP BEING A ZONE CHANGE FROM UNION TOWN CENTER {UTC} ZONE TO UNION TOWN CENTER/URBAN RESIDENTIAL TWO/PLANNED DEVELOPMENT {UTC/UR- 2/PD) FOR AN APPROXIMATE 6.113 ACRE SITE LOCATED ON THE SOUTHEAST CORNER OF THE U.S. 42/BRILLIANCE AVENUE INTERSECTION, UNION, KENTUCKY. Motion to approve was made by Commissioner Dulaney and seconded by Commissioner Garner. **Motion approved 5-0.**

ORDINANCE 2021-03--AN ORDINANCE AMENDING CHAPTER 31 OF THE CITY OF UNION CODE OF ORDINANCES. Discussion of the wording was made by Commissioner Ramage, and changes of wording from may to shall were requested in the financial section of the legislation. Motion to approve was made by Commissioner Garner and seconded by Commissioner Mefford. **Motion approved 5-0.**

ORDINANCE 2021-04-AN ORDINANCE AMENDING CHAPTER 32 OF THE CITY OF UNION CODE OF ORDINANCES. Motion to approve was made by Commissioner Mefford and seconded by Commissioner Garner. **Motion approved 5-0.**

ORDINANCE 2021-05 -AN ORDINANCE OF THE CITY OF UNION, KENTUCKY APPROVING, WITH CONDITIONS, A REQUEST OF JAMES R, WRIGHT, MICHAEL A. BROWN, LEE ANN BROWN, MEGAN LEE RUDOLPH and PHILLIP ANDREW RUDOLPH FOR A ZONING MAP AMENDMENT FROM SUBURBAN RESIDENTIAL TWO (SR-2) TO SUBURBAN RESIDENTIAL TWO/PLANNED DEVELOPMENT {SR-2/PD) FOR A 11.9101 ACRE SITE LOCATED ON THE SOUTHEAST CORNER OF THE US 42/CALLIE WAY INTERSECTION, THE SOUTHEAST CORNER OF THE FROGTOWN ROAD/CALLIE WAY INTERSECTION, ALONG THE SOUTH AND EAST SIDES OF CALLIE WAY, AND INCLUDING THE PROPERTIES AT 2054, 2058, 2066, AND 2070 CHRIS COURT AND THE PROPERTIES AT 10320 AND 10324 LEA WAY, UNION, KENTUCKY. THE REQUEST IS FOR A ZONE CHANGE TO ALLOW DUPLEXES AND PATIO HOMES-1st Reading

Municipal Orders

MUNICIPAL ORDER 2021-07 -A MUNICIPAL ORDER AMENDING THE TABLE OF ADMINISTRATIVE STAFF FOR THE CITY OF UNION, KENTUCKY. Motion to approve was made by Commissioner Garner and seconded by Commissioner Mefford. **Motion approved 5-0.**

Announcements

No announcements. The next meeting will be held Monday, March 1 at 6 p.m. Venue is TBA.

Executive Session

none

Adjournment

Motion to adjourn was made by Commissioner Ramage and seconded by Commissioner Garner. **Motion approved 5-0.** Meeting adjourned at 7:50 p.m.

APPROVED:

ATTEST:

Larry Solomon, Mayor

Christy Everman, City Clerk