

# City of Union, KY

## Regular Commission Meeting Minutes Video Teleconference February 6, 2023 – 6:00 PM

### **CALL TO ORDER**

Mayor Solomon called the Regular Commission Meeting to order at 6:00 PM.

### **PLEDGE OF ALLEGIANCE**

Commissioner Mefford led all attendees in the Pledge of Allegiance.

### **ROLL CALL**

A quorum was present, and a roll call was taken. Commissioner John Mefford, Commissioner Jeremy Ramage, Commissioner Brian Garner, Commissioner Doug Bine and Mayor Larry Solomon.

### **APPROVAL OF MINUTES**

Mayor Solomon asked for approval of January 4, 2023, Regular Commission meeting minutes. Commissioner Mefford motioned and Commissioner Bine seconded that motion.

**Motion approved. 5-0.**

Mayor Solomon asked for approval of January 18, 2023, Caucus meeting minutes.

Commissioner Garner stated he was disappointed that the summary of his position on the fairness ordinance did not capture the full sentiments of the point he was trying to make. He also questioned the process of how the minutes are reviewed. After a brief discussion, the Mayor asked for a vote to approve the minutes. Commissioner Garner motioned and Commissioner Mefford seconded that motion.

Commissioner Garner nay, Commissioner Mefford nay, Commissioner Ramage nay, Commissioner Bine nay, Mayor Solomon nay.

**Motion Failed 5-0**

Mayor Solomon explained that the procedural process will be for the City Clerk to re-write the minutes and re-submit them for approval at the Caucus meeting on February 22, 2023.

### **VISITORS/GUESTS WISHING TO SPEAK**

Mayor Solomon asked if there were anyone wishing to speak. No one had any issues to be addressed.

### **MAYOR/COMMISSIONER REPORT**

Mayor Solomon and the Commissioner had no issues to address.

## **FINANCIAL REPORT**

Commissioner Ramage provided an update to the Commission on January's financial report which included "the bills to be paid" and the balance sheet. Commissioner Ramage pointed out the snow removal for the first snowfall was right at \$71,000 which leaves the budget at roughly 50% of the overall allotted amount. Commissioner Bine asked about how the snow removal totals were calculated. Commissioner Ramage explained to him that this amount is based on bids from the contractors and this current bill seems to be in line with past amounts that were submitted for snow and ice events. Commissioner Ramage noted the city is over budget in the street repairs for this fiscal year. However, there is money in Public Works Capital Expenditures that will most likely be used to cover needed expenses. Commissioner Ramage stated that with four to five months left in this fiscal year the city looked good on the revenue side of the budget statement. Interest rates continue to increase, going from 1% to 4% resulting in \$34,000 being collected for the year. Mayor Solomon mentioned that fiscal year 2023/2024 budget preparations would begin in March and April.

City Administrator Amy Safran mentioned the city recently received an invoice to renew their membership with the Northern Kentucky Area Development District (NKADD). Mayor Solomon asked Treasurer Christy Everman to present to the Commission the benefits of being a member of the NKADD. Treasurer Everman explained that some of the benefits the city receives from the NKADD are as follows.

- Calculations of property taxes
- Assistance with grant writing
- Variety of training courses

Mayor Solomon asked for a motion to pay the monthly bills and staff recommendation to pay the bill for NKADD. Treasurer Everman stated that the NKADD will be paid in February. Commissioner Ramage asked the question if the city could calculate the taxes without using the NKADD and Attorney Voss replied answered "no" not without hiring accounts to assist and the cost would most likely outweigh the cost of being a member of the NKADD.

Commissioner Garner made a motion and Commissioner Bine seconded the motion.

**Motion approved 5-0.**

## **COMMUNICATIONS COMMITTEE REPORT**

Commissioner Mefford gave an update on the Communications Coordinator position, he stated that there are currently two candidates. Commissioner Mefford mentioned that he and City Administrator Amy Safran had a meeting last week with three representatives from Drees Homes to discuss different tiers of sponsorship opportunities for upcoming city events. The events discussed were the city's family and premier events including the following.

- Easter Egg Hunt – April 1, 2023
- Union Celebrates America – June 30, 2023
- Bourbon in the Bluegrass – October 7, 2023

Commissioner Mefford mentioned that Drees Homes will be sponsoring this year's Easter Egg at Union Presbyterian Church. Commissioner Mefford mentioned the Neighbors of Union magazine will be out late February and will have an article featuring the bios of the Mayor, Commissioners and City Staff.

## **ADMINISTRATOR REPORT**

### Occupational Tax

Administrator Amy Safran gave an update on the current payroll tax; staff is continuing to work with GovOS and Boone County Occupational Tax Department. CAO Safran gave an update that the GovOs payment gateway that was supposed to be online late January has been delayed due to programming issues. In the meantime, staff will continue to test the GovOS website to correct any issues, we are also working on creating forms.

### Water Heater

City Administrator Amy Safran gave an update on a new water heater. After the discussion from the last meeting regarding tank less water heater we reached out to Home Depot to receive a quote and that was \$3530 for installation alone not including the cost of the tank. We reached back out to Robertson Plumbing who we had received the original quote for a forty - gallon gas hot water tank and the quote is \$1,633 which stays below the approved amount of \$1,700. The hot water tank is due to be installed on Friday February 10, 2023.

### Replacing Door Locks

City Administrator Amy Safran explained that she received a quote from Munday Lock to replace and update several door locks, the estimate was \$1035. Commissioner Garner asked about the new cameras at the city building and CAO Safran explained to him that the three newly installed cameras are working. It was decided by the Commission that CAO Safran would consult with the city's current insurance carrier to confirm coverage and report back at the next caucus meeting and a decision would be made on what changes needed to be made. In the meantime, a deadbolt lock will be added to the office area for the safety of staff.

### LED Lights

City Administrator Amy Safran gave updates regarding the sixty-two LED lights on Mt. Zion Road that the city owns. As previously discussed, there were no quotes given when the city put out a Request For Quotes (RFQ) in December, 2022 to maintain and service the lights. Bluegrass Electric was contacted for repairs and maintenance of the lights, and we are waiting to hear from them about rates. City Clerk Tammy Wilhoite reached out to Kentucky League of Cities Insurance to add the sixty-two lights to the city insurance policy.

### Whispering Trail

City Administrator Amy Safran gave an update that the request for Proposal (RFP) was sent to both Stantec and CT Consultants. Sean Blake from Sanitation District No. 1 is working with the city on this project. There is a meeting scheduled for February 7, with CT Consultants to review their proposals and Stantec's proposal should come later in the week.

### **PUBLIC WORKS**

Commissioner Garner mentioned that we are looking forward to hiring a new Public Works Director. Commissioner Garner stated that at the last Caucus meeting micro surfacing versus resurfacing was discussed. City Engineer Barry Burke has changed the bid specs from all resurfacing to micro surfacing which will save \$80,000 to \$85,000 from the street repair budget. Commissioner Garner stated that using the micro surfacing process will allow the city to repair more streets. Mayor Solomon asked how long micro surfacing is expected to last. Commissioner Garner explained that on less traveled streets the expectancy is three to five years and on more heavily traveled streets the expectancy is one to three years.

Commissioner Garner stated that CAO Safran has reached out to the owner of Littlest Angels regarding the water issues and has not heard back from them. Commissioner Garner is committed to getting the issue resolved either by nuisance order or by a cooperative effort with the owner and Kentucky Transportation District.

### **ECONOMIC DEVELOPMENT COMMITTEE REPORT**

Mayor Solomon gave an update on Brilliance Avenue, explaining that the next step in the process will be once the project is bid ready it will go to the Boone County Planning Commission (BCPC) for approval. After approval from BCPC the City of Union will approve the project and funding. Mayor Solomon's recommendation is that Grammas begin their development at the same time as the road is being built. Commissioner Bine suggested the city create a performance bond for the construction of Brilliance Avenue to be offered to Grammas to hold them accountable for the progress of the development. Commissioner Garner asked if the city has an option to opt out of building Brilliance Avenue if the cost is too high. Mayor Solomon explained once the bids have been received is when the approval will be made whether to move forward with the project.

Commissioner Bine gave development updates on current projects in the city; UDF tanks are now in the ground and progress is being made with steel going up at the corner of Frogtown and US 42.

Commissioner Ramage mentioned that he would like the Economic Development Committee to move forward with the creation of a new logo for the city. After a brief discussion it was decided that the current paper stock with the city logo will be phased out, business cards, envelopes, letterhead. The agreement was made that all new electronic correspondences will no longer have the current city logo. Commissioner Bine suggested the city logo be discussed at the next caucus meeting prior, so he has some direction prior to taking the idea to the Economic Development Committee for discussion.

## LEGISLATION

### **ORDINANCE NO. 2023-04 AN ORDINANCE CREATING AN ECONOMIC DEVELOPMENT COMMITTEE FOR THE CITY OF UNION, KENTUCKY** (2<sup>nd</sup> Reading)

Commissioner Bine motioned and Commissioner Garner seconded. **Motion approved 5-0**

**ORDINANCE NO. 2023-05 AN ORDINANCE OF THE CITY OF UNION, KENTUCKY APPROVING, WITH CONDITIONS, A REQUEST OF GREGORY P. TILSLEY (APPLICANT) FOR GRAETER'S PROPERTIES LIMITED (OWNER) FOR A CHANGE IN AN APPROVED CONCEPT DEVELOPMENT PLAN IN A COMMERCIAL TWO/PLANNED DEVELOPMENT (C-2/PD) DISTRICT FOR AN APPROXIMATE 5.7 ACRE AREA LOCATED AT 8905 US 42, UNION, KENTUCKY. THE REQUEST IS FOR A CHANGE IN AN APPROVED CONCEPT DEVELOPMENT PLAN TO ALLOW TWO ADDITIONAL EATING AND DRINKING ESTABLISHMENTS, A CENTRAL PLAZA AREA, AND INTERCONNECTED PARKING FACILITIES**  
(1<sup>st</sup> Reading)

**ORDINANCE NO. 2023-06 AN ORDINANCE OF THE UNION CITY COMMISSION REPEALING IN ITS ENTIRETY CHAPTER 110 OF THE CITY OF UNION, KENTUCKY CODE OF ORDINANCES**  
(1<sup>st</sup> Reading)

**RESOLUTION NO. 2023-01 A RESOLUTION OPPOSING THE PASSAGE OF SENATE BILL 50 AND HOUSE BILL 50 RELATING TO PARTISON LOCAL ELECTIONS** After Attorney Greg Voss read Resolution 2023-01 Mayor Solomon explained the reason Resolution 2023-01 was introduced was because he felt it was in the best interest of the city to keep local elections bipartisan. Commissioner Garner asked if Boone County would pass a Resolution. Mayor Solomon stated he was unaware of the county passing a resolution against senate bill 50, this will not affect the county since they are already partisan. Commissioner Ramage commented that instead of passing a resolution would time be better spent educating the residents of Union on exactly what this bill means. Commissioner Mefford asked what the alternative to this bill would be, what else could be done other than passing a resolution. Attorney Voss answered that there is not a whole lot that the cities could do other than pass a resolution. Attorney Voss stated that a resolution has no binding authority, they only show the force of opinion on behalf of the city. Commissioner Bine stated that this resolution will only show the city's solidarity with other cities in Boone County, he feels that the city should let Kentucky League of Cities (KLC) take the lead with their lobbying in Frankfort. Commissioner Bine also agreed with Commissioner Ramage on educating the public through the city website or giving the resolution more substance as Commissioner Garner suggested.

Commissioner Bine made a motion to table to Resolution 2023-01 and Mayor Solomon seconded.  
**Motion approved 5-0**



**RESOLUTION NO. 2023-02 A RESOLUTION OF THE CITY OF UNION, KENTUCKY ADOPTING THE JOINDER AGREEMENT BETWEEN THE KENTUCKY PUBLIC EMPLOYEE'S DEFERRED COMPENSATION AUTHORITY AND THE CITY OF UNION, KENTUCKY**

Commissioner Garner made a motion and Commissioner Bine seconded. **Motion approved 5-0**

**MUNICIPAL ORDER NO. 2023-09 A MUNICIPAL ORDER AMENDING THE TABLE OF ADMINISTRATIVE STAFF FOR THE CITY OF UNION, KENTUCKY** After Attorney Greg Voss read Municipal Order 2023-09 Commissioner Garner commented that he does not feel that the city Commissioners and Mayor are on an equal level on the organizational chart. After a brief discussion on the structure of the organizational chart the decision was made to table Municipal Order 2023-09 so that the chart could be further discussed and reorganized. Mayor Solomon asked for a motion to table Municipal Order 2023-09.

Commissioner Bine made a motion and Mayor Solomon seconded. **Motion approved 5-0**

**EXECUTIVE SESSION**

Commissioner Ramage called an executive session to be held in accordance with KRS 61.810(1) (f). Commissioner Garner seconded the motion at 8:05PM. **Motion approved 5-0.**

Mayor Solomon motioned to exit executive session and Commissioner Bine seconded the motion at 8:47PM. **Motion approved 5-0.**

Mayor Solomon announced that no decisions were made during the executive session.

**MUNICIPAL ORDER 2023-10 A MUNICIPAL ORDER APPOINTING PAUL KREMER AS PUBLIC WORKS DIRECTOR FOR THE CITY OF UNION, KENTUCKY** Mayor Solomon asked for a motion to table Municipal Order 2023-10 for further discussion.

Commissioner Bine made a motion to table and Commissioner Mefford seconded the motion. **Motion approved. 5-0**

**ANNOUNCEMENTS**

Mayor Solomon announced that the next Caucus Meeting will be on Wednesday February 22, 2023, at 6:00 PM this meeting will be held via video teleconference. Mayor Solomon also stated that the next regular City Commission meeting will be held on March 6, 2023, 6:00 PM at the city building 1843 Bristow Drive Union, KY.

**ADJOURNMENT**

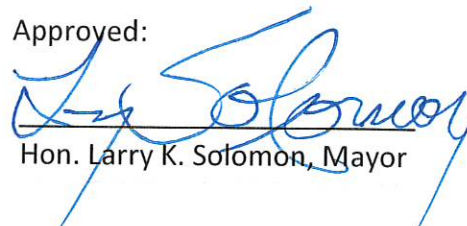
Mayor Solomon asked for a motion to adjourn. Commissioner Mefford made a motion and Commissioner Ramage seconded that motion.

**Motion approved 5-0.** The meeting adjourned at 8:53 PM.

Attest:

  
Tammy Wilhoite, Clerk

Approved:

  
Hon. Larry K. Solomon, Mayor