



**CAUCUS/COMMISSION MEETING MINUTES**  
**JUNE 19, 2023 – 6:00 PM**  
**1843 BRISTOW DRIVE**  
**UNION, KY 41091**

**WELCOME**

**CALL TO ORDER**

The meeting was called to order at 6:00 PM, 2023 by Mayor Solomon.

**PLEDGE OF ALLEGIANCE**

Mayor Solomon led all attendees in the Pledge of Allegiance.

**ROLL CALL**

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

**MAYOR/CITY ADMINISTRATOR**

Mayor Solomon explained the rules of Commission meetings and that Commission meetings are for observation. He explained rules for upcoming meetings including:

- Guests wishing to speak will be asked to sign in prior to the start of a meeting.
- Once the meeting begins the sign in sheet will be given to the mayor so he can call upon guests wishing to speak.
- Each guest will be given three minutes to speak, and the city administrator will be responsible for tracking time.
- The mayor and commissioners may grant additional three minutes if the topic requires more discussion.
- Any topics to be discussed by the mayor and or Commissioners, may be addressed on the agenda under heading "Mayor/Commissioner Comments."

Commissioner Garner asked that a copy of the sign in sheet could be given to the Commissioners in addition to the Mayor. He also asked if the sign in sheet could be changed to reflect if a person resides within the city. Attorney Greg Voss will prepare a Municipal Order adopting the new meeting guidelines.

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

Jenna LaCount, Community Development Services Director with Boone County Planning Commission shared information of the Boone County Comprehensive Plan. She explained the update is a Kentucky Revised Statute (KRS) requirement, the interim update is completed every five years and a major update is completed every ten years. The current Comprehensive Plan to be updated is called Our Boone County Plan 2040 the planning horizon will be 2045. The Goals and Objectives are adopted separately from the Elements of Comprehensive Plan. The Goals and Objectives are adopted by each legislative unit within the county, Boone County Fiscal Court, City of Florence, City of Union, and City of Walton. The goal is to have the entirety of the Comprehensive Plan adopted by the end of 2024 and the Goals and Objectives adopted by the end of 2023. The final Comprehensive Plan is adopted by the Planning Commission a fifteen-member appointed board in which each legislative body has representatives serving. Ms. LaCount is asking the Commission to review the current 2017 Goals and Objectives and offer input for any modifications that need to be made.

James Sherry, CEO of Holly Hill Child and Family Solutions addressed the Commission seeking consideration for financial support. He mentioned Holly Hill has been serving the community for 139 years. Mr. Sherry discussed programs offered by Holly Hill including a residential program for teen girls aged eleven to seventeen. They also offer individual, group and family therapy, programs for parenting and pregnant teens and victims of child sexual exportation and trafficking. There is a current crisis in childcare across the state of Kentucky due to factors including an increase of kids, health care crisis, and a lack in areas including foster care homes, hospital space, space in juvenile facilities and not enough employees. Holly Hill has the capacity to grow without building new facilities. The requested funds would be used to hire clinicians.

## **CAUCUS DISCUSSION**

### Union Promenade

T.J. Ackermann, President, and CEO at Thomas J. Ackermann Company, one of the developers of Union Promenade Project, was in attendance to give an update and progress on the project. Mr. Ackermann mentioned the foundation work on lot six will begin this week with confirmed tenants Goodwood Brewing and Spirits and GiGi Medspa. The foundation work for lot seven will begin next week, no confirmed tenants at this time. The work on two entry monuments will begin at the end of next week. Drees Homes will begin construction on two buildings the first of July, totaling ten homes. Cincinnati Children's I has submitted for planning and zoning approval with Boone County and the expected timeline to begin construction is at the end of July. The developers are looking at a variety of other types of uses for the development and applying principle uses that are allowed under the Union commercial code when making considerations.

Mayor Solomon requested developers work closely with the Union Economic Development Committee, meeting once a month to assure that the development is progressing in line with the original, approved plan.

#### Public Works

Public Works Director Paul Kremer mentioned the city has received several code enforcement issues over the past few months relating to tall grass, weeds, and neglect of homes. PWD Kremer recommended the city be more proactive when it comes to code enforcement and enforce code enforcement fine collections to help solve these issues.

Another item discussed by PWD Kremer was the need for repairs to a damaged catch basin on Double Eagle Drive and a street curb on the corner of Braxton Drive and US 42. PWD Kremer received an estimate of \$4800 for the catch basin repair and \$8000 for the street curb repair. The Commission agreed to move forward in getting the repairs done.

A four way stop sign has been requested at the corner of Westbrook Boulevard and Rainbow Terrace in the Westbrook subdivision. This intersection is currently a two way stop and with continued construction of new homes and construction of the Homeowners Association pool in the area it was brought to the city's attention that this intersection has poor visibility and is a safety issue. After discussion it was decided to trim up the tree and landscape in the area. PWD Kremer will review the intersection with Boone County traffic safety committee to find the best resolve for the area.

City Administrator Amy Safran updated on Opioid funds the city will be receiving. The Opioid funds are restricted, and the Commission are being asked if the city would like to reallocate the funds to Boone County Fiscal Court to be combined with the funds, they will receive. The city can earmark the funds for a specific item from the approved list of items the County has proposed. After discussion, the Commission decided to collaborate with Boone County and allocate the Opioid funds.

CAO Safran discussed the need to replace two computers in the office, one is over eight years old and the other is nine years old. The estimate received by NKOL for replacing the two desktop computers with new laptop computers will be \$1,400 each plus the cost of installation. Mayor Solomon made a motion to authorize the purchase of two new computers at the maximum amount of \$4,000.

Commission Bine seconded that motion. **Motion approved 4-0**

#### **LEGISLATION**

##### Municipal Orders

**MUNICIPAL ORDER NO. 2023-26 A MUNICIPAL ORDER ACCEPTING THE CONTRACT OF BARRY J. BURKE, PE TO PROVIDE PROFESSIONAL ENGINEERING SERVICES TO THE CITY OF UNION, KENTUCKY AND AUTHORIZING THE MAYOR TO EXECUTE THE CONTRACT**

Commissioner Garner made a motion and Commissioner Ramage seconded that motion. Commissioner Garner voted aye, Commissioner Ramage voted aye, Commissioner Bine voted nay and Mayor Solomon voted aye. **Motion approved 3-1**

**MUNICIPAL ORDER NO. 2023-27 A MUNICIPAL ORDER REAPPOINTING PAMELA SAYERS TO SERVE ON THE BOARD OF ADJUSTMENTS**

Commissioner Ramage made a motion and Commissioner Garner seconded that motion. **Motion approved 4-0**

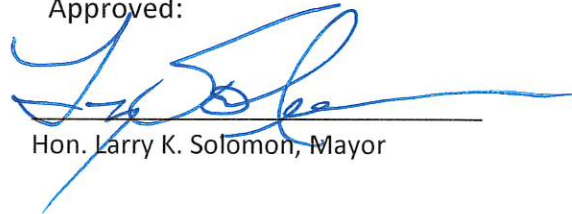
**ANNOUNCEMENTS**

Mayor Solomon announced that the City Commission will hold a Special Commission Meeting on Wednesday July 5, at 6:00 PM. He also stated that the next Caucus/Commission Meeting will be on Monday July 17, at 6:00 PM both meetings will be held at the city building located 1843 Bristow Drive Union, KY 41091.

**ADJOURNMENT**

Mayor Solomon asked for a motion to adjourn. Commissioner Ramage made a motion and Commissioner Garner seconded that motion. **Motion approved 4-0**  
The meeting was adjourned at 8:54 PM.

Approved:

  
Hon. Larry K. Solomon, Mayor

Attest:

  
Tammy Wilhoite, City Clerk