



**CAUCUS/COMMISSION MEETING MINUTES
NOVEMBER 20, 2023 – 6:00 PM
1843 BRISTOW DRIVE
UNION, KY 41091**

WELCOME

CALL TO ORDER

The meeting was called to order at 6:00 PM 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 Jeremy Ramage and Mayor Larry Solomon. Commissioner John Mefford was absent.

CAUCUS DISCUSSION

Small Business Saturday

Commissioner Bine introduced Chef de cuisine Jeff Ponder of Boomtown Biscuits and Whiskey Union, Kentucky. Boomtown Biscuits and Whiskey was given a certificate in recognition of Small Business Saturday. Mayor Solomon read a proclamation recognizing Saturday November 25, 2023 as Small Business Saturday.

Comprehensive Plan Goals and Objectives Update

Jenna LeCount Director Boone County Planning Commission gave an update on Boone County Comprehensive Plan Goals and Objectives Update. She explained pursuant to Kentucky Revised Statue Chapter 100 the Comprehensive Plan must be updated every five years. The goals and objectives are adopted by the legislative units including Boone County Fiscal Court, City of Florence, City of Union, and City of Walton. The adoption process completion is required prior to moving forward with the recommendation portion. The general outline for the project process is as follows:

- Input from all three cities expected in December.
- Long Range Planning Committee will review in January.
- Public Hearing will be held in February.
- Planning Commission will give recommendations in March.
- Adoption process will be in April.

Kentucky Transportation Cabinet Parcel

Public Works Director (PWD) Paul Kremer updated he is working with Prime AE on options for the parcel of property on US Highway 42 and Mt. Zion Road owned by the Kentucky Transportation Cabinet. The options will be discussed at the Public Works Committee meeting November 28, and an update given at the December 4, commission meeting.

Brilliance Avenue

Public Works Director Kremer mentioned the City of Union will need to apply for a joint permit with Grammas Development. The cost is \$3,500. The recommendation comes from the Kentucky Corps of Engineers for a mitigation plan. The city and Grammas Development will cost share the permit at \$1,750 each. American Rescue Plan Act (ARPA) funds will be used to pay for the city's portion. PWD Kremer is asking for approval of up to \$5,000 to cover future permit fees including Kentucky Division of Water. The commission agreed to spend up to \$5,000 to cover current and future permit fees.

Photo Contest

Communications Coordinator Jaime Lyons mentioned the photo contest is complete. She mentioned the winners were as follows.

- First Place – Sunflower Sunday taken at McGlasson's Farm photographed by: Kris Stavermann.
- Second Place – Soybean Sunset taken at Bleu Yacht Lane, photographed by: Jenna Dunn.
- Third Place – Hicks Pike Pond, photographed by: Candace Kimsey.

Drees Homes provided judges for this year's contest. The winners received gift cards that were donated by Valle Escondido Mexican restaurant and Boomtown Biscuits and Whiskey.

Communications Coordinator Lyons mentioned breakfast with Santa will be on Saturday December 9, from 8:30 AM to 10:30 AM at the Union Fire District.

Park Advisory Committee

City Administrator (CAO) Amy Safran mentioned the deadline has passed for seeking members to serve on the Union Park Advisory Committee. A total of eight residents from different areas of Union have been selected to serve on the committee.

MKSK Proposal Amendment

CAO Safran discussed reading of Municipal Order 2023-40 to amend a Municipal Order originally approved in November, 2022. The approval will cover a cost increase from the original \$18,000 to \$22,850 for MKSK to provide a Master Plan for the city's green space/park on the twenty-two-acre parcel of property located at the intersection US 42 and Brilliance Avenue. There is an introductory meeting scheduled with the Park Advisory Committee and MKSK on November 28, at 6:00 PM. The purpose of the meeting is to review the surveys, discuss goals of the committee, and MKSK to explain their role and workshops moving forward.

LEGISLATION

MUNICIPAL ORDER NO. 2023-40 AN AMENDED MUNICIPAL ORDER ACCEPTING THE BID OF MKSK FOR THE PREPARATION OF A MASTER PLAN FOR THE CITY'S 22 ACRE PARCEL LOCATED AT THE INTERSECTION OF US 42 AND BRILLIANCE AVENUE IN THE CITY OF UNION, KENTUCKY AND AUTHORIZING THE MAYOR TO ENTER INTO A CONTRACT WITH MKSK

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

ORDINANCE NO. 2023-15 AN ORDINANCE AMENDING § 32.21 OF THE CITY OF UNION CODE OF ORDINANCES ESTABLISHING A CHANGE IN THE MONTHLY CITY COMMISSION AND CAUCUS MEETINGS FOR THE CITY OF UNION, KENTUCKY

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

ANNOUNCEMENTS

Mayor Solomon announced that the City Commission will hold a Regular Commission Meeting on Monday December 4, at 6:00 PM. The meeting will be held at the city building located 1843 Bristow Drive Union, KY 41091. He also stated that the next Caucus/Commission Meeting scheduled for December 18, will be canceled.

EXECUTIVE SESSION

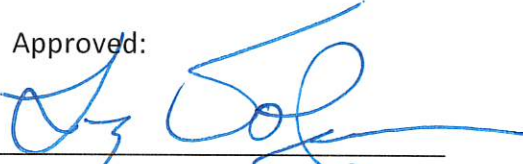
Mayor Solomon called an executive session to be held in accordance with KRS 61.810(1) (b). Deliberations on the future acquisition or sale of real property by a public agency, but only when publicity would be likely to affect the value of a specific piece of property to be acquired for public use or sold by a public agency. Commissioner Ramage made a motion and Commissioner Bine seconded the motion at 6:42 PM. **Motion approved 4-0.**

Commissioner Garner motioned to exit executive session and Commissioner Ramage seconded the motion at 7:37 PM. **Motion approved 4-0.**

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

ADJOURNMENT

Mayor Solomon asked for a motion to adjourn. Commissioner Ramage made a motion and Commissioner Bine seconded that motion. **Motion approved 4-0**
The meeting was adjourned at 7:55 PM.

Approved: 

Hon. Larry K. Solomon, Mayor

Attest:


Tammy Wilhoite, City Clerk