



## REGULAR COMMISSION MEETING MINUTES

MARCH 4, 2024 – 6:00 PM

1843 BRISTOW DRIVE

UNION, KY 41091

### CALL TO ORDER

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

### 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 John Mefford, Commissioner Jeremy Ramage, Commissioner Brian Garner, Commissioner Doug Bine, and Mayor Larry Solomon.

### APPROVAL OF MINUTES

Mayor Solomon asked for approval of February 1, 2024, Public Hearing Meeting minutes. Commissioner Garner made a motion and Commissioner Mefford seconded that motion.

**Motion approved 5-0**

Mayor Solomon asked for approval of February 5, 2024, Regular Meeting minutes. Commissioner Bine made a motion and Mayor Solomon seconded that motion.

**Motion approved 5-0**

Mayor Solomon asked for approval of February 21, 2024, Caucus Meeting minutes. Commissioner Mefford made a motion and Commissioner Ramage seconded that motion.

**Motion approved 5-0**

### FINANCIAL REPORT

Commissioner Ramage provided an update to the Commission on the month of February financial report which included “the bills to be paid” and the balance sheet. Interest rates continue to remain at 5%. Both the bills to be paid and profit and loss look to be on track. Mayor Solomon asked for a motion to approve the financial report, including paying the bills for the month of February.

Commissioner Mefford made a motion and Commissioner Ramage seconded that motion.

**Motion approved 5-0**

### **VISITORS WISHING TO SPEAK**

James Collett a property owner of Union addressed the Commission to express he would like to see the Union Town Plan revised. He mentioned since the original implementation of the Union Town Plan in 2000 needs of the area have changed.

### **MAYOR/COMMISSIONER REPORT**

Mayor Solomon discussed an application received from Drees Homes to build condominiums on lots nineteen and twenty in the Promenade. To assure application requests are following the original development plan a new procedure was implemented, this will give the Commission an opportunity to review and discuss prior to the mayor signing.

Mayor Solomon asked for approval to sign the requested documents. Commissioner Mefford made a motion and Commissioner Ramage seconded that motion. **Motion approved 5-0**

Mayor Solomon mentioned the city has been in discussion with Mr. William Long regarding a Memorandum of Understanding (MOU) in which a signature is needed for two separate easements. Attorney Greg Voss explained the MOU includes a temporary easement of approximately twenty feet and a permanent easement of sixty-four square feet which are needed for the construction of Brilliance Avenue. He explained if needed the Commission may have to explore further action. The full Commission agreed to take further action if necessary.

### **ECONOMIC DEVELOPMENT COMMITTEE REPORT**

Commissioner Bine mentioned the ribbon cutting on Saturday March 2, at Union Wine and Bourbon House was a success.

### **PUBLIC WORKS COMMITTEE REPORT**

Commissioner Garner mentioned there was a bid opening on February 27, 2024, for the 2024 street repair program. The Public Works Committee is recommending Riegler Blacktop and Husac Excavating be awarded contracts for this year's work.

The current contract with Groundsystems for snow and ice removal is ending on April 30, 2024. The Commission will need to decide if they would like to renew the contract with a two-year extension keeping the current rate or advertise for a new bid.

Public Works Director Paul Kremer mentioned curb and gutter repairs on Windsor Way and Whispering Trail are expected to begin early April. There are two culverts on US Highway 42 in need of repair, one south of the round-a-bout and one north of Westbrook.

Public Works Director Kremer is asking for approval to spend money received from Code Enforcement fines to spend on seeds, flowers, and trees to enhance the beautification of the city. The full Commission agreed up to \$5,000 can be spent from the Public Works Expenditures account.

## **COMMUNICATIONS COMMITTEE REPORT**

Commissioner Mefford mentioned the Easter Egg Hunt will be on March 23, from 8:30 AM to 10:30 AM at Union Presbyterian Church. On March 1, 2024, there was a Special Olympics National banner recognition at Larry A. Ryle High School. There was a proclamation read by Commissioner Mefford and a crystal award presented to Jill Rosen. Commissioner Mefford also read a senate resolution prepared by Kentucky State Senator John Schickel who was not able to attend.

## **ADMINISTRATOR'S REPORT**

City Administrator Amy Safran mentioned there will be a budget discussion at the caucus meeting on March 18. The Park Advisory Committee will meet on March 6, to review and discuss concepts plans from MKSK. The concept plans will then be shared with Summit Architects and Engineers.

At the February 21, 2024, Caucus meeting there was an approval for payment of \$16,594.49 to Duke Energy for lighting in Traemore Subdivision. After receiving the invoice there was a difference of \$1,493.50 which included state and school taxes. A Municipal Order is prepared and will be read by Attorney Voss asking for approval of the new total \$18,087.99.

Owen Electric has requested a franchise agreement since they will be servicing residents in phase five of Westbrook Estates subdivision. Attorney Voss will prepare an agreement to allow Owen Electric to start billing the city for lighting.

City Administrator Safran is proposing the city buy a storage shed for storing Public Works equipment. The proposal includes placing the shed in the parking lot of the city building where it will be in view of security cameras. The city is currently renting a storage unit for equipment and event items at the cost of \$139 per month. The benefits of having a permanent storage shed at the city building are that it will be more convenient and cost-effective.

Mayor Solomon asked for a motion to spend up to \$3,500 for the purchase of a storage shed. Commissioner Bine made a motion and Commissioner Mefford seconded that motion.

### **Motion approved 5-0**

A recent discovery was made that the Union Park Annexation from 2015 was not recorded on the Secretary of State website. Research is being conducted and new documentation will be sent to have the annexation updated.

**LEGISLATION/ATTORNEY'S REPORT**

**RESOLUTION NO. 2024-01 A RESOLUTION OF THE CITY OF UNION, KENTUCKY ADOPTING THE NORTHERN KENTUCKY REGIONAL HAZARD MITIGATION**

Commissioner Ramage made a motion and Commissioner Bine seconded that motion.

**Motion approved 5-0**

**MUNICIPAL ORDER 2024-06 A MUNICIPAL ORDER FOR THE CITY OF UNION, KENTUCKY AUTHORIZING THE MAYOR TO PAY THE INVOICE FOR PAYMENT OF DUKE ENERGY FOR THE TRAEMORE PLACE LIGHTING SERVICE AGREEMENT**

Commissioner Mefford made a motion and Commissioner Garner seconded that motion.

**Motion approved 5-0**

**MUNICIPAL ORDER NO. 2024-07 A MUNICIPAL ORDER AUTHORIZING THE MAYOR TO EXECUTE THE CONTRACT WITH RIEGLER BLACKTOP, INC. FOR THE 2024 RESURFACING STREETS WITHIN THE CITY OF UNION, KENTUCKY**

Commissioner Ramage made a motion and Commissioner Garner seconded that motion.

**Motion approved 5-0**

**MUNICIPAL ORDER NO. 2024-08 A MUNICIPAL ORDER AUTHORIZING THE MAYOR TO EXECUTE THE CONTRACT WITH HUSAC PAVING AND EXCAVATING, INC. FOR THE CONCRETE MAINTENANCE WORK WITHIN THE CITY OF UNION, KENTUCKY**

Commissioner Garner made a motion and Commissioner Ramage seconded that motion.

**Motion approved 5-0**

**ANNOUNCEMENTS**

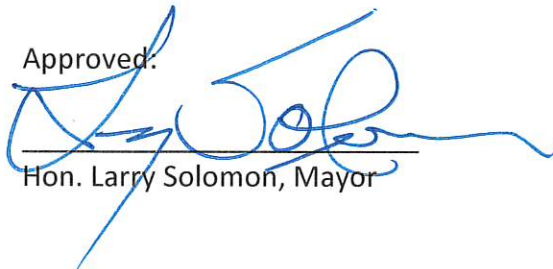
Mayor Solomon announced the Caucus Meeting will be on Monday March 18, 2024. The next Regular Commission Meeting will be held on Monday April 1, 2024. Both meetings will be at the city building 1843 Bristow Drive Union, Kentucky.

**ADJOURNMENT**

Mayor Solomon asked for a motion to adjourn. Commissioner Mefford made a motion and Commissioner Bine seconded that motion. The meeting adjourned at 6:55PM.

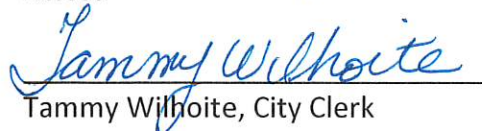
**Motion approved 5-0**

Approved:



Hon. Larry Solomon, Mayor

Attest:



Tammy Wilhoite, City Clerk