



**REGULAR COMMISSION MEETING MINUTES
OCTOBER 7, 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. Mayor Larry Solomon, Commissioner John Mefford, and Commissioner Brian Garner. Commissioner Jeremy Ramage, and Commissioner Doug Bine were absent.

APPROVAL OF MINUTES

Mayor Solomon asked for approval of September 4, 2024, Public Hearing Meeting minutes. Commissioner Garner made a motion and Commissioner Mefford seconded that motion.

Motion approved 3-0

Mayor Solomon asked for approval of September 4, 2024, Regular Commission Meeting minutes. Commissioner Mefford made a motion and Commissioner Garner seconded that motion.

Motion approved 3-0

Mayor Solomon asked for approval of the September 16, 2024, Caucus Meeting minutes. Commissioner Garner made a motion and Commissioner Mefford seconded that motion.

Motion approved 3-0

GUESTS

Mayor Solomon presented Larry Hemsath, owner of Union 42 Bourbon and Brew with a certificate of excellence award. The award was presented to Union 42 Bourbon and Brew for continued success as a Union business and recognized them for being a top bourbon bar in Northern Kentucky. According to an annual guide from *The Bourbon Review* the establishment was one of the best bourbon bars in America.

VISITORS WISHING TO SPEAK

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

MAYOR/COMMISSIONER COMMENTS

Mayor Solomon mentioned there will be a meeting on October 8, at the city building with the Executive Committee, Boone County Schools, and Kroger to discuss the progress of the sale of the old Kroger building on US Highway 42 to Boone County Schools.

FINANCIAL REPORT

City Treasurer Christy Everman provided an update to the Commission on the month of September financial report which included “the bills to be paid” and the balance sheet. Everything looked to be in order. Two of the larger bills to note were Rumpke and Summit Architects +Engineers, which were both planned bills. Interest rates dropped to 4.92%. Treasurer Everman explained that the interest earned on American Rescue Plan Act (ARPA) funds did not have to be spent prior to December 31, 2024, which is the deadline for spending ARPA funds.

Mayor Solomon mentioned the city has used the services of Prime AE in a frugal manner which has resulted in the city engineering services to be below what was budgeted.

Public Works Director (PWD) Paul Kremer mentioned after the Brilliance Avenue Extension project is complete ARPA funds will end at zero by the deadline December 31, 2024.

Commissioner Mefford asked if the city was seeking reimbursement for expenses paid to repair a fence damaged due to a vehicle accident on US Highway 42 in front of Lassing Green. PWD Kremer explained that the claim for the fence was turned over to the city’s insurance company to manage.

Mayor Solomon asked for a motion to approve the profit and loss, including paying the bills for the month of September.

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

Motion approved 3-0.

ADMINISTRATOR’S REPORT

City Administrator (CAO) Amy Safran mentioned as of the close of business October 7, 2024, the city had collected \$250,473.00 in property taxes.

Promenade Site Review Plans

CAO Safran mentioned there are two site plan review applications for the Union Promenade. One application is for a sign permit on the building of El Asadero Mexican Bar and Grill. The other application is for the final plat review submitted from Drees Homes asking to divide lot 17 into three separate lots 17A, 17B, and 17C. Since the city is the owner of the property the mayor is asked to review and sign all applications. After the documents are signed, they will be submitted to the Boone County Planning Commission to complete the formal process of review. Mayor Solomon asked for approval to sign the site plan review applications. Commissioner Garner made a motion and Commissioner Mefford seconded that motion.

Motion approved 3-0

Union Town Square

CAO Safran mentioned there was a Park Advisory Committee meeting to discuss and review the design plans for the park and make sure everyone had the most recent information. The feedback was positive, and the committee was very much in favor of the changes suggested by the commission. Summit Architects + Engineers, and MKSK will be at the October 21, 2024, Caucus meeting to give updates.

Credit Card Payments

CAO Safran discussed the current credit card payment processing the city uses. City staff has been discussing the current payment processor and the issues that regularly occur with the payment terminal. Due to a software update the online payments are not available at current time for property taxes. CAO Safran has been in discussion with Heritage Bank to switch payment gateway services and has asked for approval from the Commission.

Mayor Solomon asked for approval to switch the credit card payment gateway via Heritage Bank. Commissioner Garner made a motion and Commissioner Mefford seconded that motion.

Motion approved 3-0

ECONOMIC DEVELOPMENT COMMITTEE REPORT

There were no updates.

PUBLIC WORKS COMMITTEE REPORT

Commissioner Garner mentioned there is legislation to renew two separate contracts that are due to expire soon. The first is for city engineering services with Prime AE to renew for another year at the same rate. The city has been pleased with their services. The second is for landscaping services with Simply Creative taking the two-year extension keeping the same rates. The city receives regular positive calls and feedback of the work performed by them.

Public Works Director Kremer mentioned there is a full depth repair needed on Brookhurst Lane in the Traemore subdivision. He has received a quote exceeding \$10,000 and is seeking approval from the Commission.

Mayor Solomon asked for approval to spend up to \$15,000 to make the necessary repairs. Commissioner Garner made the motion and Commissioner Mefford seconded that motion.

Motion approved 3-0

PWD Kremer discussed the opportunity to apply for a state grant to make repairs on Union School Road to repair culvert pipes, and or an edge drain at the bottom of the hill to try capture water runoff reducing ice accumulation. This will help to improve safety on Union School Road. The deadline to apply for the grant is October 15, 2024. An analysis of the worksite will need to be performed by the city engineer.

Mayor Solomon asked for approval to apply for the grant and use the services of Prime AE. Commissioner Mefford made a motion and Commissioner Garner seconded that motion.

Motion approved 3-0

Union resident Noreene Morgan inquired if the city would be responsible for the maintenance of Union Promenade Street and sidewalk. PWD Kremer explained the city would be responsible for snow and ice removal on the street; he will research who will be responsible for maintenance of the sidewalk.

COMMUNICATIONS COMMITTEE REPORT

Commissioner Mefford mentioned Bourbon in the Bluegrass was very well attended. The Communications Committee will have a follow-up meeting to discuss the event Thursday October 10, 2024. The photo contest is underway and will end October 31, 2024. The winner will be announced mid-November. Breakfast with Santa is December 7, 2024, at Union Fire District. Donations will be accepted at the event for the Boone County Animal Shelter.

Boone County will be observing trick-or-treat on October 31, 2024, from 6:00 PM to 8:00 PM. Commissioner Mefford asked for approval for the City of Union to observe on the same date and time. Commissioner Garner made a motion and Mayor Solomon seconded that motion.

Motion approved 3-0

LEGISLATION/ATTORNEY'S REPORT

Municipal Orders

MUNICIPAL ORDER NO. 2024-23 AN ORDER OF THE CITY COMMISSION OF THE CITY OF UNION, KENTUCKY, AUTHORIZING THE EXECUTION AND DELIVERY OF AN ESTOPPEL CERTIFICATE TO EFFECTUATE THE DISPOSITION OF A LEASEHOLD INTEREST AND SPRINGING EXECUTORY INTEREST IN CERTAIN REAL PROPERTY TO FIFTH THIRD BANK, NATIONAL ASSOCIATION.

Commissioner Garner made a motion and Commissioner Mefford seconded that motion. **Motion approved 3-0**

MUNICIPAL ORDER 2024-24 A MUNICIPAL ORDER HIRING PRIME AE AS AN INDEPENDENT CONTRACTOR FOR CITY ENGINEERING SERVICES FOR THE CITY OF UNION, KENTUCKY

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

Motion approved 3-0

MUNICIPAL ORDER NO. 2024-25 A MUNICIPAL ORDER TO ACCEPT THE BID FROM SIMPLY CREATIVE LAWN AND LANDSCAPE, LLC TO PROVIDE MOWING, TRIMMING, LANDSCAPING AND GENERAL MAINTENANCE FOR THE CITY OF UNION, KENTUCKY AND AUTHORIZING THE MAYOR TO EXECUTE THE CONTRACT

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

Motion approved 3-0

ANNOUNCEMENTS

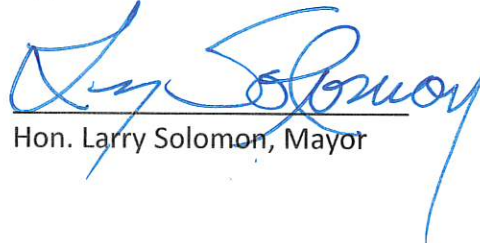
Mayor Solomon announced the Caucus Meeting will be on Monday October 21, 2024. The next Regular Commission Meeting will be held on Monday November 4, 2024. Both meetings will be at the city building 1843 Bristow Drive Union, Kentucky.

ADJOURNMENT

Mayor Solomon asked for a motion to adjourn. Commissioner Garner made a motion and Commissioner Mefford seconded that motion. The meeting adjourned at 6:43 PM.

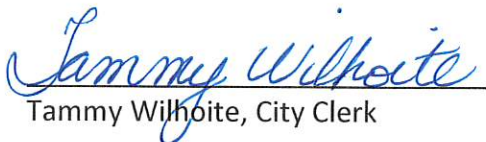
Motion approved 3-0.

Approved:



Hon. Larry Solomon, Mayor

Attest:



Tammy Wilhoite, City Clerk