



**CAUCUS/COMMISSION MEETING
JANUARY 22, 2025 – 6:30 PM
1843 BRISTOW DRIVE
UNION, KY 41091**

CALL TO ORDER

Mayor Solomon called the Caucus Meeting to order at 6:30 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, Commissioner Brian Garner. Commissioner Eric Dulaney arrived at 6:44 PM.

MAYOR COMMENTS

Mayor Solomon acknowledged the rules for Caucus Meetings explaining that according to the Kentucky Open Meeting Act the public has the right to attend meetings but are not guaranteed participation to comment. City of Union Caucus visitors are welcome to observe the discussion.

DISCUSSION

Public Utility Easement

City Administrator Amy Safran discussed a request from Cincinnati Children's regarding access to the utility easement running along the north side of lot three. Access is needed to install a monument sign at the corner of US Highway 42 and Children's Way. A written agreement from Duke Energy was received stating they have no objections to the access. A verbal agreement from the developer of lot three Ralph Meierjohan was received, he has no objections. Attorney Donnie Warner was consulted, and he said everything was in order.

The City of Union is the property owner, and the Commission will need to give permission to Cincinnati Children's to access the public utility easement.

Commissioner Garner made a motion to approve access to the utility easement and to authorize the Mayor to sign the agreement. Commissioner Mefford seconded the motion.

Motion approved 3-0

CAO Safran mentioned auditor John Chamberlin will be attending the February 3, 2025, Commission meeting to present the 2023-2024 fiscal year audit. Copies of the financial statements were given to the Commission for their review.

Resolution Requesting Union- Exclusive Voting Precincts

Mayor Solomon mentioned the Boone County Board of Elections has not accepted responsibility for the issues that occurred at the November 2024, election. They have not laid out a plan of action as to what they will do to keep the issues from arising again at future elections. He mentioned a proposed resolution from the Union Commission requesting exclusive Union voter precincts.

Commissioner Garner mentioned the resolution will send a notice to the Board of Elections that the Union Commission does not want to see a repeat of what occurred at the November election.

Mayor Solomon stated he would like to see voting machines at the voting locations that print the ballot instead of having pre-printed ballots. This will add an extra layer of security and prevent the possibility of human error. The Commission agreed to add a paragraph in resolution 2025-01 to include on-demand ballot printing machines at Union voting precincts.

Union Town Square

CAO Safran mentioned 2085 Brilliance Avenue is the official address for the new city building/Union Town Square. She explained how the address was assigned and stated Boone County GIS left room in the sequence of numbers available in case there are additional structures or buildings added to the property in the future. Updates have already been sent to Google maps of the new address.

CAO Safran mentioned Summit Engineering + Architects is proposing two monument signs for the property. One at the corner of US Highway 42 and one at the entry to the property on Brilliance Avenue. The Commission agreed with the placement and style of the two signs.

Public Works Director Paul Kremer updated the Commission on permits that will be issued this week for Union Town Square. He also informed them once the city receives the land clearing permit back from Sanitation District No. 1 the tree removal will begin at the property.

CAO Safran discussed the use of the oval concrete that goes around the perimeter of the event lawn.

During events like Bourbon in the Bluegrass there will be a need for food trucks and other vehicles to be parked on the pavement. The weight of food trucks will break down the concrete quicker. One option would be to reinforce the concrete to support the weight of heavier vehicles.

Public Works Director Kremer discussed cost and options for the oval concrete. Option one would be for vendors to use the parking lot. However, this would reduce the number of parking spaces for people attending the event. Vendors could park on the oval concrete to free up space in the parking lot, the challenge with this option is the four-inch thickness of the pavement would not support heavier vehicles. Option two would be increasing the four-inch thickness of the pavement to eight-inch thickness in the upper arc section of the oval allowing for approximately eight vehicles approximate cost \$25,000. Another option would be to have eight-inch concrete thickness around the full oval to achieve maximum mobility, adding \$64,000 to the project.

Commissioner Mefford mentioned as we develop and grow there will be more events and the park will be a central location to have events. He feels reinforcing the pavement to an eight-inch thickness and spending the extra \$64,000 will give more versatility to have a variety of events without the worry of damaging the current park.

Commissioner Dulaney feels spending the extra \$64,000 to increase the thickness of the concrete is reasonable.

Commissioner Garner stated overall the benefits of increasing the pavement thickness outweighs the cost.

Mayor Solomon made a motion to apply the \$64,000 from city growth to increase the pavement thickness from four-inches to eight-inches. Commissioner Mefford seconded the motion. **Motion approved 4-0**

City Administrator Amy Safran discussed four different park cost options for the Commission to consider.

Option two listed items to be removed from phase one that the Commission agreed to at the December Caucus.

- Water play stainless-steel loop water feature.
- Fitness outdoor game area.
- entrance porch swings.
- Four open-air shelters.
- Maintenance building/service drive.

CAO Safran mentioned there is a line for contingencies in the budget dependent on how the bids come in. Summit Engineers and MKSK recommend two to three bid alternates, no more

than three. Other options to consider for cost reduction would be reducing the entrance canopy size, paving the perimeter trails in phase two using mulch in phase one, reducing the planting budget, specialty paving, site walls at the pavilion, and monumental steps at the stage.

Commissioner Mefford mentioned he did not want to remove too many items from the park that would make it less appealing for residents to attend.

After discussion, the Commission agreed to option two and include the reduction of the swing structure by one-third giving an additional cost savings of \$50,000.

Committee Assignments

Mayor Solomon gave all the Commissioners a list of Committee Superintendents.

Mayor Solomon addressed the formation of the Executive Committee mentioning it was started with Ordinance 2021-03 which states the Mayor's duties with the Economic Development Committee Superintendent is to meet with developers. The Executive Committee allows for better communication between the developers and the Commission when deciding if a project would be a good fit for the city.

LEGISLATION/ATTORNEY'S REPORT

Resolutions

RESOLUTION NO. 2025-01 A RESOLUTION REQUESTING THE BOONE COUNTY BOARD OF ELECTIONS TO MERGE AND REORGANIZE PRECINCTS TO ESTABLISH DISTINCT PRECINCTS AND SEPARATE VOTING LOCATIONS FOR THE CITY OF UNION

Mayor Solomon made a motion and Commissioner Garner seconded that motion.

Motion approved 3-0

Municipal Orders

MUNICIPAL ORDER 2025-02 A MUNICIPAL ORDER OFFICIALLY APPROVING AND ADOPTING THE BOONE COUNTY EMERGENCY OPERATIONS PLAN

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

Motion approved 4-0

MUNICIPAL ORDER 2025-03 A MUNICIPAL ORDER APPOINTING ERIC DULANEY TO HAVE SUPERINTENDENCE OVER THE COMMUNITY ENGAGEMENT/COMMUNICATIONS COMMITTEE ON BEHALF OF THE CITIZENS OF THE CITY OF UNION, KENTUCKY

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

Motion approved 4-0

MUNICIPAL ORDER 2025-04 A MUNICIPAL ORDER APPOINTING BRIAN GARNER TO HAVE SUPERINTENDENCE OVER THE ECONOMIC DEVELOPMENT COMMITTEE FOR THE CITY OF UNION, KENTUCKY

Commissioner Mefford made a motion and Commissioner Dulaney seconded that motion.
Motion approved 4-0

MUNICIPAL ORDER 2025-05 MUNICIPAL ORDER APPOINTING JOHN MEFFORD TO HAVE SUPERINTENDENCE OVER THE FISCAL PLANNING AND THE FINANCE DEPARTMENT FOR THE CITY OF UNION, KENTUCKY

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

MUNICIPAL ORDER 2025-06 A MUNICIPAL ORDER APPOINTING JOHN MEFFORD MAYOR PRO TEM FOR THE CITY OF UNION, KENTUCKY

Mayor Solomon made a motion and Commissioner Garner seconded that motion.
Motion approved 4-0

MUNICIPAL ORDER 2025-07 A MUNICIPAL ORDER APPOINTING AMY SAFRAN TO HAVE SUPERINTENDENCE OVER THE PUBLIC WORKS DEPARTMENT FOR THE CITY OF UNION, KENTUCKY

Commissioner Garner made a motion and Mayor Solomon seconded that motion.
Motion approved 4-0

ANNOUNCEMENTS

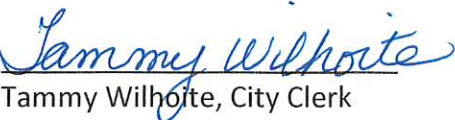
Mayor Solomon announced there will be a Regular Commission meeting Monday February 3, 2025, at 6:30 PM. Mayor Solomon also stated the next Caucus/Commission meeting will be held on Wednesday February 19, 2025, at 6:30 PM both meetings will be at the city building 1843 Bristow Drive Union, Kentucky.

ADJOURN


Mayor Solomon asked for a motion to adjourn. Commissioner Mefford made a motion, and Mayor Solomon seconded that motion. The meeting adjourned at 7:28 PM.

Motion approved 4-0

Attest:


Tammy Wilhoite, City Clerk

Approved:


Hon. Larry Solomon, Mayor
Mayor Pro Tem