



REGULAR COMMISSION MEETING MINUTES
MARCH 3, 2025 – 6:30 PM
1843 BRISTOW DRIVE
UNION, KY 41091

CALL TO ORDER

Mayor Solomon called the Regular Commission 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 Doug Bine, Commissioner George Eldridge, and Commissioner Kimberly Tuyn.

APPROVAL OF MINUTES

Mayor Solomon asked for approval of February 3, 2025, Regular Commission Meeting minutes. Commissioner Mefford made a motion and Commissioner Bine seconded that motion.

Motion approved 5-0

Mayor Solomon asked for approval of February 19, 2025, Caucus Meeting minutes. Commissioner Bine made a motion and Commissioner Eldridge seconded that motion.

Motion approved 5-0

Mayor Solomon asked for approval of February 25, 2025, Special Meeting minutes.

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

Motion approved 5-0

GUESTS

Michael Schwartz, Boone County Planning Commission Director, Zoning Administrator, addressed the Commission to discuss proposed text amendments for battery storage facilities and solar energy systems initiated by Boone County Planning Commission. The regulations are county wide including all three cities Florence, Union, and Walton.

The battery energy storage systems are industrial type facilities. They are broken down into two tiers. Tier one is more for commercial or home use, and tier two is more for industrial use. Tier one is being proposed as accessory uses in all the zoning districts and tier two would only be permitted in industrial zones.

The solar energy systems are broken down into three separate parts- rooftop mounted, ground mounted, and integrated where building materials are already solar energy systems, such as rooftops and windows. Rooftop mounted, and integrated are considered as accessory in every zone district. Ground mounted systems are separated into three tiers.

- Tier one is 2500 square feet or no more than 10 percent of the roof area of the principal structure.
- Tier two is between 2500 square feet and five acres.
- Tier three is more of the industrial type over five acres.

The recommendation is to prohibit tier two, and tier three anywhere in the county, including all three cities. Tier one would become an accessory in any zoning district. As an accessory structure there are certain requirement built into the zone regulations.

There is no timeline for a city to act on these text amendments.

MAYOR/COMMISSIONER COMMENTS

No one had any items to discuss.

FINANCIAL REPORT

Commissioner John Mefford provided an update to the Commission on the month of February financial report which included “the bills to be paid” and the balance sheet. He mentioned the snow and ice removal invoice was \$214,000 for January and \$78,000 for February. The city budgeted \$160,000 for the 2024/2025 fiscal year. He explained money will need to be moved to adjust the budget accordingly. He also explained when moving money from one line item to another the budget will need to be amended to show everything is accounted for Commissioner Mefford mentioned everything else looked to be in order.

Interest rates have dropped slightly from January to February. The interest earned in the month of February was \$12,551.00.

Mayor Solomon asked for a motion to approve the financial report that includes the monthly bills, and the profit and loss verses actual report for the month of February.

Commissioner Eldridge made a motion and Commissioner Tuyn seconded that motion.

Motion approved 5-0

ECONOMIC DEVELOPMENT COMMITTEE

City Administrator Amy Safran gave an update on the Farmview Commons Publix store, the construction will begin the first of April 2025. CAO Safran and Public Works Director Paul Kremer will be coordinating the repaving/restriping of Farmview Drive with the project construction team.

Mayor Solomon explained the city negotiated a financial contribution for the repaving/restriping of the portion of Farmview Drive that is in the city limits because there will be extra wear on the road due to the increase of traffic once the Publix store is complete.

PUBLIC WORKS COMMITTEE REPORT

Commissioner Bine mentioned there were fifteen potholes repaired by PWD Kremer. By doing the work himself, the city saved approximately \$5,000. He mentioned the concrete curb work has begun on Arbor Springs Blvd. and Richmond Road.

The City of Union 2025 Street Repair Program bid opening will be on March 10, 2025. The contract will be awarded at the March Caucus meeting.

Commissioner Bine mentioned three roundabout designs that were included in the commission packet that show designs for future plantings. Discussion and a decision will be made at a future Commission meeting.

HB 85

Public Works Director Paul Kremer discussed two separate systems managed by Sanitation District No. 1 for Northern Kentucky. The sanitary system connected to homes, and businesses, and a stormwater system that collects storm water runoff.

House Bill (HB) 85 proposal is aiming to eliminate SD1's ability to charge a monthly fee to residents where the storm water structure does not directly impact. If the bill passes, SD1 will likely be forced to pass on full ownership of all drainage structures to the city to include all testing and maintenance of such structures. Currently the city only pays for repairs at the surface level.

The city would be responsible for meeting state and federal stormwater regulations. The city does not have tax revenue to cover the cost, or personnel with the knowledge to do what would be required.

Recommendations are being made for the Commission to oppose HB 85, that affects the stormwater system.

Union Town Square - Sanitation District No. 1 Memo

PWD Kremer explained in order to get the Union Town Square project approved a memo from SD1 requiring the Mayor's signature accepting combined city/SD1 ownership of the proposed system is needed. Like a residential home SD1 will only accept ownership of a minimal section of the sanitary sewer system. The memo states the City of Union will accept responsibility for operation and maintenance of the proposed collection system improvements.

Mayor Solomon asked for approval to sign the memo for SD1.

Commissioner Eldridge made a motion and Commissioner Tuyn seconded that motion.

Motion approved 5-0

Union Town Square – Advisory Site Plan

PWD Kremer discussed comments that were received from Boone County Planning Commission (BCPC) for the park and city building design, excluding Brilliance Avenue Road extension. Most the comments refer to the twenty-five-year-old Union Town Plan. The recommendation is for the Mayor to send an email to the BCPC asking them to release the plans as submitted, so the city can move forward with the city building and park construction.

Mayor Solomon asked for approval to send an email to the BCPC. Commissioner Tuyn made a motion and Commissioner Eldridge seconded that motion.

Motion approved 5-0

Union Town Square – Extension of Brilliance Avenue

PWD Kremer discussed comments from BCPC regarding Brilliance Avenue Extension West. He explained BCPC is recommending the city designate the road as a sub-collector. Changes would include the elevation, side slopes, the drainage would have to be reconsidered, and the thickness of the road would need to be increased. The original design had a 12 percent slope, and a sub-collector road requires 10 percent slope.

PWD explained the current road plans will need to be redesigned to meet sub-collector requirements, including a water line with hydrants along the road.

PWD Kremer mentioned the current plan has a sidewalk on one side of the road. He explained new roads of a sub-collector status include sidewalks on both sides. Since the road is being redesigned the commission will need to decide if they would like to add the second sidewalk.

After discussion, the full Commission agreed sidewalks are needed on both sides of the street, and if added in the future the cost would be much higher.

The original approved cost of \$500,000 for the Brilliance Ave. connector will change with the new road design. CAO Safran mentioned Attorney Donnie Warner and Bryan Skinner, RSA Advisors will be attending the March Caucus meeting to discuss the current estimated cost of the project and updated financing options.

COMMUNICATIONS COMMITTEE REPORT

Commissioner Eldridge mentioned Boone County is in the process of putting together a response team to help combat teenage suicides. There have been five reported teenage suicides in the past year.

CAO Safran mentioned Boone County has reached out to her and Communications Coordinator Jaime Lyons to see if the City of Union would want to be a part of the response team. CAO Safran mentioned if the Commission had no concerns, the city will follow up with Boone County to get more information and join the response team. There were no concerns addressed by the Commission.

Commissioner Eldridge mentioned the Easter Egg hunt will be on April 12, 2025, at Union Presbyterian Church. The city has received donations from Drees Homes, and St. Elizabeth Hospital to help offset the cost of the event.

ADMINISTRATOR'S REPORT

Union Promenade Sign Permit Applications

City Administrator Amy Safran explained there were two sign application permits for lot number 6, in the Union Promenade. The two signs are for By Golly's, and The Works Pizza, which will be installed on the outside of the building. Commission approval is being sought for Mayor Solomon to sign the applications prior to them being sent to Boone County Planning Commission for their review process. Mayor Solomon asked for a motion giving him permission to sign the permit application. Commissioner Bine made a motion and Commissioner Mefford seconded that motion.

Motion approved 5-0

Solid Waste and Recycling Bid Packet

CAO Safran explained the current Solid Waste and Recycling contract with Rumpke is expiring on June 30, 2025. The original contract was four years with a two-year extension, which was taken. CAO Safran is asking the Commission for permission to bid the Solid Waste and Recycling contract. The bid will be published on March 10, 2025, with a bid opening on April 15, 2025. Mayor Solomon asked for approval to bid the Solid Waste and Recycling contract.

Commissioner Tuyn made a motion and Commissioner Eldridge seconded that motion.

Motion approved 5-0

CAO Safran mentioned she is in the process of getting estimates for pocket park signs. There is a total of six signs that will be needed, the first will be for pocket park one. She explained cost and material options.

CAO Safran suggested how the parks will be named. One option will be to put together categories with overarching themes then have a survey for the public to vote on names.

Suggested categories include Kentucky birds, Kentucky symbols, and Kentucky flowers. The public will have an option to provide additional comments or suggestions. There will be further discussion at the March caucus meeting.

CAO Safran explained Municipal Order 2025-17 which covers an agreement with NKOL, a third-party IT company used by the City of Union. NKOL manages the city's email, cybersecurity, phishing test, and all other IT needs. There have been no changes to pricing with NKOL they have just implemented an agreement for services rendered.

BCPC UPDATE

Steve Harper, Boone County Planning Commission Board member discussed upcoming projects for Boone County. There are currently seventeen projects underway in Boone County, eight of those have been approved. None of the current projects are in the City of Union.

LEGISLATION/ATTORNEY'S REPORT

Resolutions

RESOLUTION NO. 2025-03 A RESOLUTION OF THE CITY OF UNION STATING ITS OPPOSITION TO KENTUCKY LEGISLATIVE HOUSE BILL 85 RELATING TO SANITATION DISTRICTS

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

Motion approved 5-0

Municipal Orders

MUNICIPAL ORDER 2025-17 A MUNICIPAL ORDER AUTHORIZING THE MAYOR TO EXECUTE AN EMAIL LICENSE RENEWAL AND CUSTOMER AGREEMENT WITH NKOL AND THE CITY OF UNION, KENTUCKY

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

Motion approved 5-0

Ordinances

ORDINANCE NO. 2025-01 AN ORDINANCE TO PROVIDE FOR THE ORDERLY SUCCESSION OF OFFICE OF MAYOR IN THE EVENT OF THE ABSENCE OR DISABILITY OF THE MAYOR (First Reading)

VISITORS WISHING TO SPEAK

Union Resident Brian Garner addressed the Commission to file a formal complaint to the city for an illegal Commission appointment. Mr. Garner is asking the city to admit the mistake appointing George Eldridge, recognizing that filling the appointment rest with the Governor of Kentucky.

ANNOUNCEMENTS


Mayor Solomon announced the Caucus Meeting will be on Monday March 17, 2025. The next Regular Commission Meeting will be held on April 7, 2025. Both meetings will be at the city building 1843 Bristow Drive Union, Kentucky.

ADJOURNMENT

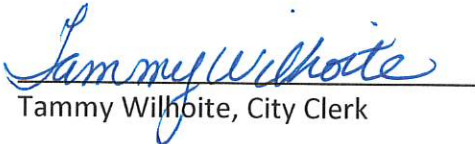
Mayor Solomon asked for a motion to adjourn. Commissioner Mefford made a motion and Commissioner Bine seconded that motion. The meeting adjourned at 7:51 PM.

Motion approved 5-0.

Approved:


Hon. Larry Solomon, Mayor

Attest:


Tammy Wilhoite, City Clerk