



CAUCUS/COMMISSION MEETING

MAY 19, 2025 – 6:00 PM

1843 BRISTOW DRIVE

UNION, KY 41091

CALL TO ORDER

Mayor Solomon called the Caucus 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, Commissioner George Eldridge, and Commissioner Kim Tuyn. Commissioner Doug Bine was absent.

Public Works Proclamation

Mayor Solomon presented a proclamation to Tyler Hill, and Jackson Webster from Boone County Public Works Department, and Rick Buster from Campbell County Public Works Department. The proclamation is to declare the week of May 18 through May 24, 2025, as National Public Works Week in the City of Union.

Tyler Hill addressed the Commission thanking them for preparing the proclamation recognizing National Public Works Week. He mentioned he appreciated the city including Public Works Director Paul Kremer in the Proclamation because he was aware of all the responsibilities his job entails.

Rick Webster mentioned Public Works Departments are responsible for clearing roadways for the Fire Departments and other first responders during disasters, then they rebuild damaged infrastructure.

MAYOR/COMMISSION COMMENTS

Mayor Solomon updated that Boone County Schools will be closing on the purchase of the Old Kroger store in the coming weeks.

Mayor Solomon and Commissioner Tuyn met with Andy Poole, Director of Network Facility Planning and Real Estate for Christ Hospital. Mr. Poole informed them the construction for the new Christ Hospital location at the corner of Mt. Zion and Bristow Drive has been approved and should begin soon. Christ Hospital will provide an initial plan of the project when it moves forward.

Mayor Solomon mentioned he and Commissioner Tuyn met with Michael Schwartz, Director/Zoning Administrator at Boone County Planning Commission (BCPC) to discuss a parking issue brought to the city's attention by the Promenade developers. The current parking agreement allows for one parking space for every two restaurant seats. After reviewing the information provided by BCPC it was determined there would need to be a conversion to one parking space for every three restaurant seats allowing for enough parking spaces. The BCPC will have to re-evaluate those numbers. Currently the BCPC does not take into consideration residents who will be walking to the Promenade from nearby homes. There will be a meeting on Wednesday May 21, 2025, with BCPC to further review the parking situation. Mayor Solomon stated the importance of the entertainment district in the Promenade was expressed to the BCPC.

Mayor Solomon mentioned the city will be receiving a packet soon from BCPC for the proposed Allora Wedding Venue on Hathaway Road in Union. He requested the Commission review the packet once received in preparation for further discussion. Mayor Solomon asked the Commission to consider if a Public Hearing on the development would be necessary.

Commissioner Mefford suggested the Commission review the packet and discuss it at the June Caucus meeting.

Mayor Solomon stated the Commission could decide at the June Caucus meeting if a Public Hearing would be needed.

Mayor Solomon mentioned he had a meeting with Boone County Sheriff Les Hill, and Boone County Clerk Justin Crigler to discuss the issues that occurred during the last election and how they could be resolved so they never happen again. There will be further discussion on the issue at the next Board of Elections meeting on July 8, 2025. Mayor Solomon mentioned he would be attending that meeting and encouraged the rest of the Commission to attend.

DISCUSSION

Part-Time Job Opening

City Administrator Amy Safran mentioned the city posted a job opening last week for a part-time Assistant City Clerk and have received five letters of interest and resumes. The deadline to receive applications is May 30, 2025.

Boy Scout Troops 702 & 1702 Request

CAO Safran informed the Commission of a request from Boy Scout Troop 702 & 1702 for the use of city property on the corner of US Highway 42 and Old Union Road August 7, 8, 9, 2025. The troops plan to use the property to set up for the US Highway 42 longest yard sale. The scouts will provide insurance that is issued through the Boy Scouts of America. CAO Safran will review maintenance with the scouts, so they are more aware of the landscaping in the area. After discussion, the Commission agreed to allow the scouts to use the property. Mayor Solomon asked for a motion to allow Boy Scout Troops 702 and 1702 use of city property at the corner of US Highway 42 and Old Union Road.

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

Motion approved 4-0

Round-A-Bout Update

Public Works Director Paul Kremer mentioned about seventy-five percent of the plants are in the ground at the round-a-bout on Hathaway. The remaining plants are expected to be planted over the next week then mulch will be installed to complete the project.

The completion of the Mt. Zion round-a-bout has become more of a challenge because of higher costs and advice received from multiple nurseries on the types of plants to use. PWD Kremer mentioned there is a consideration to change out the type of plants from what was originally planned and reduce the quantity. The city is waiting to hear back from the Kentucky Transportation Cabinet (KYTC) to confirm if a new permit would be required if the decision is made to use different plants. There will be further discussion on the round-a-bout at the commission meeting on June 2, 2025.

Union Town Square Updates

PWD Kremer gave updates on Union Town Square.

- The lake on the property will be dredged and the earth berm will be rebuilt.
- The utility poles on the southwest corner of the property will be removed by Duke Energy once the ground hardens.
- A pre-bid conference will be mandatory for contractors to attend. Summit Architects + Engineers recommended holding the pre-bid conference at another location that will hold at least fifty attendees.
- The city is still waiting for the completion of a couple more environmental studies.
- The plan is for Duke Energy to install lights on the property. Duke Energy recommends using the Deluxe Acorn style light. The Commission agreed with the Deluxe Acorn light style.

PWD Kremer reviewed the timeline for the bid process. He explained Commission approval is needed to advertise the bid construction for the project by the end of May.

CAO Safran mentioned that Attorney Donnie Warner and Bryan Skinner with RSA Advisors will align the timeline for project financing and bond sales, as well as prepare legislation for the July 7, 2025, Commission Meeting.

Mayor Solomon asked for approval to advertise the construction bid. Commissioner Eldridge made a motion and Commissioner Tuyn seconded that motion. **Motion approved 4-0**

PWD Kremer explained to the Commission there should be no discussion with potential contractors to maintain an efficient bid process. All potential contractors should be referred to Summit Architects + Engineers.

Boone United Lodge 264 Cornerstone/Signage Request

CAO Safran gave an update regarding a sign request from the Boone United Lodge 264. They requested placement of a directional sign on a utility pole at the corner of US Highway 42 and Union School Road. The Commission agreed at a previous meeting not to allow the directional sign. They agreed instead to have a way-finding sign at the corner of Mt. Zion Road and US Highway 42 directing traffic towards Old US 42 offering sign placement to other businesses in the Old Union Business District.

Boone United Lodge 264 is agreeable to contributing to one sign with multiple business listed, however, they were not in agreement with the location of the proposed sign.

Commissioner Tuyn does not like the idea of a sign on a utility pole.

Commissioner Mefford explained allowing one business to place a sign on a utility pole would potentially open the door for other businesses wanting the same. He liked the consistency of having one way-finding sign. He does not feel like an individual sign aligns with what we want to do throughout the city.

After discussion, the Commissioners agreed not to allow a single sign or a sign on a utility pole.

Commissioner Tuyn discussed a new request from Boone United Lodge 264 asking for a cornerstone laying and ceremony for the new city building. She explained that a Masonic cornerstone is symbolically located on the Northeast corner of the building. The Masons have been a part of the City of Union since 1854 and support a lot of the events that take place in the city. Commissioner Tuyn suggested the City Commissioners review the script the Masons will read prior to the ceremony.

Mayor Solomon asked for approval to allow Boone Lodge to put a cornerstone on the new city building and have a ceremony.

Commissioner Mefford made a motion and Commissioner Tuyn seconded that motion. Mayor Solomon, being a member of Boone Lodge 264, abstained his vote. **Motion approved 4-0**

BCPC Update

Steve Harper, Boone County Planning Commission Board member discussed upcoming projects for Boone County. He mentioned Boone County has processed five applications since he was last at a Union Commission meeting on March 3, 2025.

- Hotel in Florence.
- Hotel on Frogtown Connector in Richwood.
- Approval of a new maintenance building at the Flying J Travel Center in Walton.
- Modified a concept development plan on Route 18 to allow shed retail, and flower shop.
- Allora Wedding Venue.

Boone County Planning Commission will hold a public hearing in June to discuss a new subdivision on Hathaway Road. The developer is asking to modify the existing concept development plan to reduce the number of residential lots and eliminate the access to Hathaway Road.

Mr. Harper mentioned applications have slowed down over the past six weeks.

LEGISLATION/ATTORNEY'S REPORT

Ordinances

ORDINANCE NO. 2025 – 04 AN ORDINANCE OF THE CITY OF UNION, KENTUCKY, IN BOONE COUNTY, KENTUCKY AMEND ORDINANCE 2024 – 20 UPDATING THE CITY OF UNION SIDEWALK MAINTENANCE POLICY AND PENALTIES FOR THE VIOLATION THEREOF (SECOND READING)

Mayor Solomon asked for a motion to approve Ordinance 2025-04. Commissioner Tuyn made a motion and Commissioner Eldridge seconded that motion. **Motion approved 4-0**

ORDINANCE NO. 2025-06 AN ORDINANCE ADOPTING AN ANNUAL BUDGET FOR THE FISCAL YEAR JULY 1, 2025, THROUGH JUNE 30, 2026 BY ESTIMATING REVENUES AND RESOURCES AND APPROPRIATING FUNDS FOR THE OPERATION OF CITY GOVERNMENT FOR THE CITY OF UNION, KENTUCKY (SECOND READING)

Mayor Solomon asked for a motion to approve Ordinance 2025-06. Commissioner Mefford made a motion and Commissioner Eldridge seconded that motion. Mayor Solomon voted aye, Commissioner Mefford voted aye, Commissioner Eldridge voted aye, and Commissioner Tuyn voted aye. **Motion approved 4-0**

ANNOUNCEMENTS

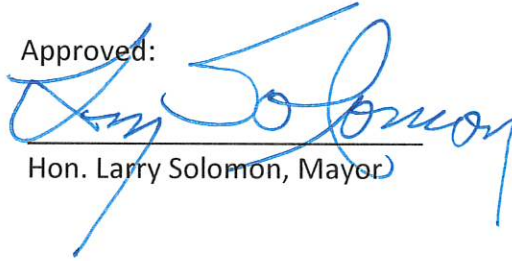
Mayor Solomon announced there will be a Regular Commission meeting Monday June 2, 2025, at 6:00 PM. Mayor Solomon also stated the next Caucus/Commission meeting will be held on Monday June 16, 2025, at 6:00 PM; both meetings will be at the city building 1843 Bristow Drive Union, Kentucky.

ADJOURN

Mayor Solomon asked for a motion to adjourn. Commissioner Tuyn made a motion, and Commissioner Mefford seconded that motion. The meeting adjourned at 7:11 PM.

Motion approved 4-0

Approved:



Hon. Larry Solomon, Mayor

Attest:



Tammy Wilhoite, City Clerk