



**CAUCUS/COMMISSION MEETING  
SEPTEMBER 15, 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 Doug Bine, Commissioner George Eldridge, and Commissioner Kim Tuyn.

**DISCUSSION**

Union Town Square Update

The Commission discussed Change Order Request 001 for the Union Town Square project that had been tabled during the September 3, 2025, Commission Meeting.

Scott Noel, President/CEO Summit Architects + Engineers, and Mark Spaulding, President of Spaulding Construction Company were in attendance.

There will be a meeting on Tuesday September 16, 2025, with attendees from the City of Union, Summit A+E, Mark Spaulding Construction Co., as well as attorney Ben Hyden to discuss the Construction Contract, communications, direct purchase orders, and the negotiation of change order request 001, as well as future Union Town Square project Change Order Requests.

Public Works Update

City Administrator (CAO) Amy Safran mentioned the city has received three applications for the part-time Public Works Laborer position. She mentioned to broaden the reach of applicants; the job will be posted on Indeed.

Public Works Director (PWD) Paul Kremer mentioned there was a city owned fence damaged in a car accident last week. The location of the fence is on the west side of US Highway 42 between Frogtown Road and Rice Pike. The name of the person responsible for the damage has been given to the insurance company. It should take a week or two before the repairs to the fence are made.

PWD Kremer made a request to the Commission to move forward with planting at the large roundabout on Mt. Zion Road. There were two separate concept designs presented to the Commission.

After discussion, the Commission decided on concept design plan one.

Mayor Solomon asked for a motion to approve concept design plan one for planting in the large roundabout on Mt. Zion Road. Commissioner Eldridge made a motion and Commissioner Tuyn seconded the motion. **Motion approved 5-0**

PWD Kremer mentioned once Kentucky Transportation Cabinet approves a permit, the planting will take place this fall to winter.

Commissioner Bine informed the Commission that a resident on Whispering Trail contacted the city about an ongoing water issue on their private property.

#### Business Licenses/Payroll Tax Review

CAO Safran discussed delinquent business license fees with the Commission. She mentioned that City Attorney Greg Voss sent out letters to businesses who are currently delinquent with their 2025 business license. The letter included the request for businesses to pay the \$50 delinquent business license fee, \$500 penalty fee, and a \$150 attorney fee. CAO Safran discussed recent requests from several businesses asking the city to waive the penalty fees.

After discussion, the Commission agreed to waive the \$500 delinquent penalty fee for first time offenders but the attorney fees of \$150 should not be waived.

Commissioner Bine made a motion for approval to waive the \$500 delinquent penalty fee for first time offenders and charging the \$150 attorney fee. Mayor Solomon seconded the motion.

**Motion approved 5-0**

#### Payroll Tax Refund Request

CAO Safran mentioned that the city has received approximately twelve payroll tax withholding refund requests from Boone County School District bus drivers. The bus drivers claim that they do not drive their routes within the city limits, they are only picking up their bus at the garage located at Larry A. Ryle High School. CAO Safran explained that the city was informed by Boone County Board of Education that their payroll software does not calculate a percentage of time spent in the City of Union. The city does have a refund policy that an employer can request a refund for all or a percentage of withholdings if the employee does not work within the city or they only work a percentage of time within the city limits.

Mayor Solomon suggested the city reach out to Boone County Board of Education to obtain a list of drivers who only pick up their buses at the bus garage at Larry A. Ryle High School but drive outside of the city.

CAO Safran explained that any bus driver making a request for a refund must have the proper paperwork completed and according to the Boone County Board of Education the forms must be signed by their direct supervisors which names have been provided to the city for verification.

## **LEGISLATION/ATTORNEY'S REPORT**

### **Ordinances**

**ORDINANCE NO. 2025-10 AN ORDINANCE LEVYING AND FIXING THE TAX RATES OF THE CITY OF UNION, KENTUCKY, FOR THE 2024 CALENDAR YEAR; LEVYING SAID TAX UPON REAL AND TANGIBLE PROPERTY; FIXING THE DATE OF PAYMENT, DISCOUNT PAYMENT, DELINQUENCY, AND INTEREST CHARGES; FIXING THE PURPOSE THEREFORE; AND SETTING FORTH THE PROCEDURE FOR COLLECTION OF TAXES. (SECOND READING)**

Mayor Solomon asked for a motion to approve Ordinance 2025-10. Commissioner Mefford made a motion and Commissioner Bine seconded the motion. Mayor Solomon voted aye, Commissioner Mefford voted aye, Commissioner Bine voted aye, Commissioner Eldridge voted aye, Commissioner Tuyn voted aye. **Motion approved 5-0**

**ORDINANCE NO. 2025-11 AN ORDINANCE OF THE CITY OF UNION, KENTUCKY GRANTING THE REQUEST OF BANK OF AMERICA (APPLICANT) FOR FARMVIEW COMMONS LLC (OWNER) FOR A CHANGE OF CONCEPT DEVELOPMENT PLAN IN A COMMERCIAL TWO/PLANNED DEVELOPMENT (C-2/PD) DISTRICT, FOR AN APPROXIMATE 1.0 ACRE AREA LOCATED AT 8748 US 42 AND BEING LOCATED AT THE NORTHEAST CORNER OF THE INTERSECTION OF US 42 WITH FARMVIEW DRIVE, FLORENCE, KENTCKY. (SECOND READING)**

Mayor Solomon asked for a motion to approve Ordinance 2025-11. Commissioner Tuyn made a motion and commissioner Eldridge seconded the motion. Mayor Solomon voted aye, Commissioner Mefford voted aye, Commissioner Bine voted aye, Commissioner Eldridge voted aye, Commissioner Tuyn voted aye. **Motion approved 5-0**

**ORDINANCE NO. 2025-12 AN ORDINANCE OF THE CITY OF UNION, KENTUCKY GRANTING THE REQUEST OF KENTUCKY 42, LLC, PER CITY OF UNION (APPLICANT) FOR A CHANGE OF CONCEPT DEVELOPMENT PLAN FOR AN APPROXIMATE 21.00 ACRE AREA LOCATED ALONG WEST SIDE OF US 42 EXTENDING FROM SWEET HARMONY LANE TO UNION PROMENADE AND BEING THE COMMERCIAL LOTS WITHIN THE UNION PROMENADE DEVELOPMENT, UNION KENTUCKY, CURRENTLY ZONED UNION COMMERCIAL/URBAN RESIDENTIA TWO/PLANNED DEVELOPMENT (UC/UNO/UR-2PD) (SECOND READING)**

Mayor Solomon asked for a motion to approve Ordinance 2025-12. Commissioner Bine made a motion, and Commissioner Mefford seconded the motion. Mayor Solomon voted aye, Commissioner Mefford voted aye, Commissioner Bine voted aye, Commissioner Eldridge voted aye, and Commissioner Tuyn voted aye. **Motion approved 5-0**

#### **ANNOUNCEMENTS**


Mayor Solomon announced there will be a Regular Commission meeting on Monday October 6, 2025, at 6:00 PM. Mayor Solomon also stated the next Caucus/Commission meeting will be held on Monday October 20, 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 Eldridge made a motion, and Commissioner Tuyn seconded the motion. The meeting adjourned at 7:48 PM.

**Motion approved 5-0**

Approved:

  
Hon. Larry Solomon, Mayor

Attest:

  
Tammy Wilhoite, City Clerk