

# ORIGINAL



## CITY COUNCIL MEETING Meeting Minutes of July 2, 2020

Mayor Schabell called the Alexandria City Council Meeting to order at 7:00 p.m., followed by the invocation and the pledge to the flag.

The following Council Members answering roll call:

Stacey Graus	Present	Susan Vanlandingham	Present
Bob Simon	Present	Sue Neltner	Present
Kyle Sparks	Present	Tom Baldrige	Present

Also: Jan Johannemann, City Clerk  
Sam Trapp, Public Works Supt.  
JoAnn Hackworth, City Treasurer

Mike Duncan, City Attorney  
Lucas Cooper, Police Chief  
Jeff Pohlman, Fire Chief

### APPROVAL OF MINUTES – June 18, 2020

Ms. Johannemann pointed out an error in the Budget Ordinance number, which should be 2020-07 not 2020-05.

**MOTION:** Stacey Graus made a motion to approve the minutes of June 18, 2020, with the correction of the budget ordinance number to 2020-07, seconded by Bob Simon. All in favor, the motion passed 6-0-0.

### ORDINANCES & RESOLUTIONS

*Mr. Duncan read the following: 2nd reading*

**ORD #2020-07:** An ordinance of the City of Alexandria, in Campbell County, Kentucky, adopting the annual budget for the fiscal year July 1, 2020 through June 30, 2021, by estimating revenues and resources, and appropriating funds for the operation of city government.

Mr. Duncan explained this budget, if approved, will be effective July 1. He also pointed out the exhibits showing that the budget is balanced.

It was explained that this budget consists of a lot of guess work because there is no way to fully calculate any revenue loss due to COVID. There may need to be adjustments made throughout the year. There was some discussion in regards to the CARES Federal Relief money and how that will work and effect the budget. The City has an allotted amount of money that can be used for COVID-related expenses. However, the list of what is covered is ever changing and there is some risk involved because an expense might not be covered. The city has been pre-approved for \$400,000 to \$500,000 of expenses and we will begin to turn in receipts for those expenses. Some of the expenses that will be reimbursed are thermometers purchased for each department, 100% of salaries for police, and the Public Works Superintendent as the OEM representative. Also, the Small Business Grant money that the city spent will be reimbursed through this federal relief money.

Mr. Baldrige asked for clarification on the PD salaries, pension, and health insurance, since those figures are lower this year as compared to last year. The PD had two veteran officers retire last year and the new officers have a lower salary base that also accounts for the pension being lower. Also, the State froze the pension rate for this year. The lower health insurance line item was because the city obtained a better rate on health insurance with a new company.

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**MOTION:** Bob Simon made a motion to accept Ordinance #2020-07, seconded by Susan Vanlandingham. All in favor, the motion passed 6-0-0.

**MO #2020-10:** A Municipal Order appointing and approving Daniel Phirman to fill the unexpired term of Pam Proctor for the remainder of her full, four (4) year term on the City of Alexandria Park & Recreation Board, to expire on December 31, 2022, or as soon as his successor is appointed, approved, is qualified and sworn in.

Mayor Schabell said Mr. Phirman attended the Park & Rec meeting on July 1<sup>st</sup> to meet the other board members and they were excited to have him on board. His background is in biology.

**MOTION:** Stacey Graus made a motion to accept Municipal Order #2020-10, seconded by Kyle Sparks. All in favor, motion passed 6-0-0.

## DEPARTMENT REPORTS

**Police Department:** See attached report.

**Fire Department:** See attached report.

**Public Works:** Mr. Trapp has a pre-construction meeting next week and will hopefully have dates and times to begin road work.

## COUNCIL COMMITTEES

**Personnel – Tom Baldrige:** Their next meeting will be July 16 and they will follow up on a conversation that began in March.

**Bs. Retention & Development – Kyle Sparks:** They had a special meeting this evening and he thanked Ms. Neltner for giving up her Beautification time slot so they could meet. They discussed how to highlight all local businesses in the coming months in a fair way.

**Public Works – Bob Simon:** They met this evening and discussed upcoming road work and salt storage.

**Safety – Susan Vanlandingham:** The next meeting will be August 20, 2020.

## BOARDS & COMMISSIONS

**Park & Rec:** The board met for the first time since March on July 1<sup>st</sup> at the park.

All boards and commissions are now getting back to a normal schedule with in-person meetings.

## NEW BUSINESS

**Arcadia Residents:** Mr. Sparks, who is also a resident of Arcadia, informed council many of his neighbors are having to replace tires on a regular basis due to nails and screws puncturing their tires. One resident has had to replace 5 tires since January. He wants to know if there is anything the city can do to make contractors thoroughly clean up at the end of a work day. There was some discussion of what is possible, including having the contractors pay into a fund when permits are applied for to help cover the cost of the busted tires. While that could be an option, it would be difficult to get started at this point in the game for Arcadia construction.

Mr. Sparks will continue to research what other cities are doing about issues similar to this one. There is a city ordinance that requires contractors to clean the streets when they get mud on

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them. There have been no phone calls or complaints to the city building, but if there were, it could be investigated and passed along to the developers. Mr. Trapp mentioned Arcadia used to have a street sweeper come through and clean the streets in the early stages of development. They decided the best course of action is for the residents to call the city building, and/or send pictures, so a report can be generated to send to the developers to get the issue fixed.

## OLD BUSINESS

**COVID-19 Update:** Mayor Schabell reported things are about the same, with the office is still closed to the public but work is continuing as usual. The city has adjusted to a new normal during all of this. Meetings are returning to normal, but he is unsure of what will happen if they have a hot topic issue arise. Some past meetings have had 100+ people in attendance.

**Service Line Warranties:** Ms. Vanlandingham informed council that she received a letter in the mail from Service Line Warranties and the City logo has been removed. It no longer looks like it is sent from the City of Alexandria as that was a source of contention a couple years back. Mayor Schabell had asked that the city logo be removed last year and it will be checked each time there is a scheduled mailing.

## MAYOR AND COUNCIL COMMENTS

**Susan Vanlandingham:** She brought up how Planning & Zoning is currently working on the Comprehensive Plan, and asked how much of our code enforcement issues begin there. The city has to start at the beginning and have a strong, specific Comprehensive Plan so issues are addressed on the front end. She gave an example of a business that was approved and built, but now she is getting complaints about the lack of follow through by the owner. Ms. Hofstetter is addressing the issue and has gone about as far as she can go. There is no follow through with Code Enforcement. Now is the time to make those changes since P&Z is reviewing the Comprehensive Plan.

It was argued that, while you can make changes at the beginning, how many of our issues are a by-product of a broken code enforcement system on a State level. What good does it do to make changes and try to enforce them if companies know there will be no follow through? The process difficult because there is no support from the court system because they have more serious issues to deal with and do not take code enforcement issues seriously.

This is why the city Code Enforcement Board was created. They are able to issue fines and liens and ultimately foreclose on a property. There was a brief discussion on how, most of the time, the cost to foreclose is more than the issued fines. Mr. Graus stated that until the city is ready to foreclose on properties, this will continue.

Before anything else is approved for the city, Ms. Vanlandingham asked the other council members if they are committed to something with "teeth" to prove to the residents the city means business with regard to development.

It was mentioned, that while there are some locations that are a bother, they may not be in violation of anything. Without a violation there can be no fines. Ms. Vanlandingham stated this goes back to the Comprehensive Plan. When a business comes before the board, they are told they have to do X, Y, and Z if they want to build in a certain location and then make sure those requirements are all met before they are allowed to open.

Mr. Duncan explained if changes are made after a business opens then they fall under the non-conforming use and you cannot impose the new rules on them. If it is a new construction and they do not meet all requirements, then they are not given an occupancy/opening permit until all

issues are resolved. There was some discussion on how a business can open if they have not met all requirements, and it was explained that building inspections are from the county, so the city site plan requirements could have been missed. However, the city does have to sign off on a site. From the Comprehensive Plan to the follow-up with Code Enforcement, there are missing pieces and the city needs to figure out what those are and connect the dots.

There was discussion about the role of the Code Enforcement Officer and whether or not that person should be a sworn officer. Mr. Simon believes the person should be a full-time code enforcement *person*, not a sworn police officer. Mr. Simon had met at the beginning of the year to discuss the Code Enforcement Officer's role, but there has not been any follow-up yet. There needs to be a meeting to discuss what we, as a city, want a code enforcement officer to do instead of what the police department thinks they should be doing. He doesn't think our code enforcement has been doing the job as well as it should be done. This person should drive around and find the violations rather than being reactionary to the complaints that come into the office.

Mr. Simon's biggest issue is the amount of money the city is losing in payroll tax from the subcontractors not having an occupational license for the city. If there was follow up and follow through on checking for occupational licenses, and the word gets out that we are cracking down on licenses, there would be less violators. All agreed we need a person that has a background in code enforcement.

Mayor Schabell will follow up with scheduling a meeting to address these issues.

**Bob Simon:** He will be out of town for the July 16 meetings.

**Stacey Graus:** He shared his feelings on wearing masks while at the grocery store, gas stations, etc. and believes it is a small inconvenience for the safety of others. He is hopeful the virus will be gone by next year or at least, so minimal that we don't have to worry about it.

**Kyle Sparks:** He shared how things are moving along with businesses in the city. Chipotle construction is moving along and there may be a partner for the other side of Burkes coming soon.

**Tom Baldrige:** He is on board with the code enforcement matter. At the next Personnel Committee meeting they will be looking at job descriptions, especially the code enforcement officer position.

He asked about the opening on P&Z. Since the 60-day deadline for Mayor and council to fill that position has passed, it is now up to Planning & Zoning to appoint someone. Chairman Hart had three applications to review and he has interviewed someone for the opening. The Commission will address this at their next meeting. Mr. Baldrige then asked for an explanation about the P&Z agenda item "City Council Report" under Internal Business, and also why the sign ordinance change had been on their agenda for such a long time. Mayor Schabell explained he attends most of their meetings and this is a time where he updates them on things council is working on to keep them up to speed. Regarding the sign ordinances, Mr. Duncan explained P&Z needs to finish the Comprehensive Plan first, and then the Zoning Ordinance and the sign ordinances should carry out the Comprehensive Plan.

There was a question about why the Comprehensive Plan was taking so long. This is very expensive process if it is all left to an outside company. P&Z has reviewed the plan and removed the items they do not want, a process that took some time, but this cut down on the cost. Mr. Duncan said the company hired to review and finish up the Comprehensive Plan and has done great work for other cities. It should be wrapped up by the end of the year.

**Mayor Schabell:** He continues to have weekly phone calls with the other Campbell County Mayors and this has allowed better communication and cohesiveness among the cities.

**FUTURE MEETINGS**

- July 7, 7:00 p.m. – P & Z Meeting

**COMMUNICATIONS**

- Saturday, July 4<sup>th</sup> Independence Day – City offices will be closed on July 3<sup>rd</sup>
- Community Center will be open for walkers on July 6
- Stillwater Taekwondo & Yoga events will be starting back up
- No rentals for the Park Shelter (restrooms are still closed)
- August Community Center bookings are beginning

**EXECUTIVE SESSION**

**MOTION:** Stacey Graus made a motion to go into Executive Session pursuant to KRS 61.810(1)(b) to discuss a real-estate matter, seconded by Kyle Sparks. All in favor, the motion passed 6-0-0. Executive Session began at 7:59 p.m.

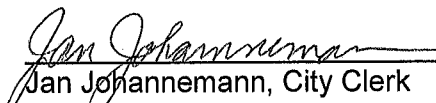
(Kyle Sparks left during the executive session.)

**MOTION:** Stacey Graus made a motion to return to Regular Session at 8:23 p.m., seconded by Susan Vanlandingham. All in favor, the motion passed 5-0-0.


**MOTION:** Stacy Graus made a motion to allow the Mayor to negotiate the price and terms for the purchase of property in City of Alexandria for the City Campus, seconded by Susan Vanlandingham. All in favor, the motion passed 5-0-0.

**ADJOURNMENT**

**MOTION:** Tom Baldrige made a motion to adjourn, seconded by Susan Vanlandingham. All in favor, the motion passed 5-0-0. The meeting adjourned at 8:26 p.m.

  
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 Jan Johannemann, City Clerk

Date: 7/16/2020

  
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 Andy Schabell, Mayor

Date: 7/16/2020