

CITY OF HIGHLAND HEIGHTS
Council Minutes
March 3, 2020
Approved: May 5, 2020

On Tuesday, March 3, 2020, at 7:02 p.m. Mayor Meyers calls the regular Council meeting to order at 176 Johns Hill Road.

Present: Mayor Meyers, Councilmembers: Deb Ball, Gary Chinn, Rene Heinrich, John Hoffert, Michael Kessler, and Virgil Miller. A quorum was present.

Staff Present: Attorney Steve Franzen, Zoning Administrator/City Engineer Dave Whitacre; Public Works Director Steve Lehman, Police Chief Bill Birkenhauer, City Clerk/Treasurer Jeanne Pettit.

Minutes for Approval:

Regular Meeting Council Minutes of February 4, 2020. These minutes had been previously e-mailed to the Mayor, Council Members, and City Staff for review.

- **Action Taken:** Member Miller made a motion to accept the minutes from the regular council meeting of February 4, 2020, seconded by Member Heinrich. Discussion: None. Ayes: All. Mayor Meyers declared the motion passed.

Announcements/Correspondence:

- The Campbell County Cable Board's Annual report was distributed to council and a copy is on file at the City Building.
- The Northern Kentucky Medical Society is gathering information from the community on barriers patients face. A session will be held at the Campbell County Public Library in Newport on May 18 from 6:30 p.m.-7:30 p.m.
- The City of Highland Heights has been officially awarded Tree City status from the Arbor Day Foundation. This will be celebrated at the Arbor Day event on April 25 from 11:00 a.m.-1:00 p.m. at the City Building.

Scheduled Guests:

- **Good Neighbor Award** – Patricia McLaren nominated her neighbors, Penny and Bill Clark; and Sheila and Jim Parker for all the help they have given her during her husband's illness and after his passing on March 31, 2019. Mrs. McLaren's deep appreciation for her neighbors' kindness prompted Mayor Meyers to ask Mrs. McLaren to present the awards to her neighbors.
- **Proclamation** – Mayor Meyers read a proclamation honoring Mr. Donald Moore on his 90th Birthday for his service in the Navy during the Korean war and his service to the community. Mayor Meyers declared March 22, 2020 Donald Moore Day in the City of Highland Heights.

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Staff Reports:

- Police Chief – Bill Birkenhauer – report is attached to these minutes.
- City Clerk – Jeanne Pettit – report is attached to these minutes.
- Finance Director – Harry Barlage – Six-month review of the budget. The report is attached to these minutes.
- City Engineer and Zoning Administrator – Dave Whitacre – no report. Issue of bulldozer in front yard. Ground is too wet to remove equipment. When it freezes or dries out, the equipment will be removed.
- Public Works Supervisor – Steve Lehman – report is attached to these minutes.
 - Lowe’s will replace everything that was vandalized and burned at Veteran’s Park with assistance from Public Works.
 - Bids for the ballfield were due at 4:45 p.m. March 3. Hope to hear who won the bid in the near future.
 - There hasn’t been enough snow or ice to draw down the City’s salt reserves. We are required to accept delivery of 90 ton of salt the City purchased through the reverse auction, but have no place to store it. Mr. Lehman requested council approve \$23,000 to build two concrete bins that will be used to store the salt. When not needed for salt, the bins will be used to store mulch and wood chipped for the Nature Trail.
 - **Action Taken:** Member Miller made a motion to permit construction of concrete bins, a non-budgeted item, not to exceed \$23,000. Second by Member Chinn, Discussion, None. Ayes All. Mayor declared motion passed.
- City Attorney – Steve Franzen
 - **Resolutions**
 - **Resolution #01-2020:** A resolution permitting the Mayor to provide a letter of support to the Kentucky Public Service Commission for Duke Energy’s Electric Transportation Project.
 - Since action was taken at the February 4, 2020 meeting, a vote of council was not necessary.
 - **Municipal Orders**
 - **Municipal Order #01-2020:** A municipal order appointing Tom Mann to a two-year term on the Highland Heights Tree Commission.

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- **Action Taken:** Member Hoffert made a motion to approve municipal order #01-2020. Seconded by Member Ball. Discussion: None. Ayes: All. Mayor Meyers declared the motion passed.
- **Municipal Order #02-2020:** A municipal order appointing Lois Johnson to a two-year term on the Highland Heights Tree Commission.
 - **Action Taken:** Member Hoffert made a motion to approve municipal order #02-2020. Seconded by Member Ball. Discussion: None. Ayes: All. Mayor Meyers declared the motion passed.
- **Second Reading of Ordinances:**
 - **Action Taken:** Member Chinn made a motion to have the second reading of ordinances read in summary, seconded by Member Ball. Discussion: None. Ayes: All. Mayor Meyers declared motion passed.
 - **Ordinance #01-2020** – An ordinance of the City of Highland Heights, in Campbell County, Kentucky, establishing a non-exclusive franchise for the use of the public streets, alleys, and other public grounds of the City for the transmission and distribution of either or both natural gas and electricity through and for the consumption within the City, and providing the terms thereof.
 - **Action Taken:** Member Hoffert made a motion to adopt Ordinance #01-2020, seconded by Member Heinrich. Discussion: None. Roll Call Vote: Miller, yes; Heinrich, yes; Chinn, yes; Ball, yes; Hoffert, yes; Kessler, yes. Mayor Meyers declared motion passed.
 - **Ordinance #02-2020** – An ordinance amending the no parking location schedule in the City Code of Ordinances.
 - **Action Taken:** Member Miller made a motion to adopt Ordinance #02-2020, seconded by Member Ball. Discussion: None. Roll Call Vote: Kessler, yes; Hoffert, yes; Ball, yes; Chinn, yes; Heinrich, yes; Miller, yes. Mayor Meyers declared motion passed.
 - **Ordinance #03-2020** – An ordinance instituting a process for the demolition of dangerous or dilapidated property by the city.
 - **Action Taken:** Member Heinrich made a motion to adopt Ordinance #03-2020, seconded by Member Miller Discussion: None. Roll Call Vote: Ball, yes; Chinn, yes; Heinrich, yes; Hoffert, yes; Kessler, yes; Miller, yes. Mayor Meyers declared motion passed.

Good Neighbor Award: Member Hoffert nominated the five members of the tree committee whose hard work enabled the City to become a Tree City. Members Diane Brossart, Christie Fillhardt, Tom Mann, Jean Rauf, and Tom Schulte.

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- **Action Taken:** Member Kessler made a motion to award the Good Neighbor Award to the 5 members of the Tree Commission, seconded by Member Ball. Discussion: None. Ayes: All. Mayor Meyers declared the motion passed.

Old Business:

- **Discussion of Short-Term Rentals:** Council will review Attorney Franzen's memo (attached to these minutes) and continue the discussion at the April 7, 2020 meeting. Discussion of adding a fee over and above the occupational license.

New Business:

- Water run-off on Towanda continues to cause flooding on residents' property. Mr. Lehman and Mr. Whitacre will research and find a company to look at the problem and make recommendations for a solution. These recommendations will then be shared with the residents.
- Phase II development on the corner of Nunn Drive and US 27 – the developer is working on getting commitments from potential tenants.
- There has been a wire hanging down by the St. Elizabeth development off Faren Drive. Mr. Lehman will go look at it and take contact the proper authorities to remedy the situation.
- **Action Taken:** Member Chinn made a motion to cancel the March 17, 2020 council meeting due to lack of business. Seconded by Member Hoffert. Discussion: None. Ayes: All. Mayor Meyers declared motion passed.

Citizens to Address Council: None

Adjournment:

- **Action Taken:** Member Miller made a motion to adjourn the meeting, seconded by Member Heinrich. Discussion: None. Ayes: All. Mayor Meyers declared the motion passed.

Meeting adjourned at approximately 8:33 p.m. on Tuesday, March 3, 2020.

Submitted by:



Jeanne Pettit, City Clerk/Treasurer

Signed:



Gregory V. Meyers, Mayor