

**CITY OF HIGHLAND HEIGHTS
COUNCIL MINUTES
AUGUST 2, 2016**

On August 2, 2016 Mayor Gregory Meyers called the Council meeting to order at 176 Johns Hill Road at 7:30 p.m.

PRESENT: Mayor Meyers. Councilmembers Deborah Ball, Gary Chinn, Jeanne Pettit, Dave Ramler, Scott Sedmak, Scott Reinke. Quorum present.

Also present: Attorney Patrick Walsh, City Engineer Dave Whitacre, Public Works Supervisor Steve Lehman and Clerk Treasurer Jean Rauf.

ABSENT: City Attorney Steve Franzen and Police Chief William Birkenhauer. . Mayor Meyers announced that City Attorney Franzen and Police Chief Birkenhauer are absent due to prior commitments.

PLEDGE OF ALLEGIANCE TO THE FLAG: After Councilmember Ramler delivered the prayer, everyone said the pledge of allegiance to the flag.

PRESENTATION OF THE REGULAR COUNCIL MEETING MINUTES OF JULY 19, 2016. The unofficial draft of these minutes was previously e-mailed to the Mayor, Council Members and City Staff for review.

ACTION TAKEN: MEMBER PETTIT MOVED TO APPROVE THE REGULAR COUNCIL MINUTES OF JULY 19, 2016, SECONDED BY MEMBER CHINN. DISCUSSION: NONE. AYE, ALL. MAYOR MEYERS DECLARED THE MOTION PASSED UNANIMOUSLY.

ANNOUNCEMENTS: Mayor Meyers welcomed Attorney Patrick Walsh and thanked him for sitting in for Mr. Franzen.

SCHEDULED GUEST/S: Mayor Meyers welcomed Lt. David Fornash, his family and friends to the Council meeting. He announced that Lt. Fornash retired July 31, 2016

Lt. Amber Conrad read a Proclamation regarding Lt. Fornash's time and experiences with the City.

Mayor Meyers read and presented the Highlander Award to Lt. Fornash. He also read and presented a Proclamation to Lt. Fornash proclaiming August 2, 2016 as Dave Fornash Day in the City of Highland Heights. .

Mayor Meyers stated there will be a celebration for Lt. Fornash after the meeting and invited everyone to stay.

CORRESPONDENCE: NONE.

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STAFF REPORTS:

POLICE CHIEF BIRKENHAUER: A copy of the July Monthly report was previously distributed to the Mayor and City Council members.

CITY CLERK TREASURER JEAN RAUF: Mrs. Rauf announced she has completed the 2016 Tax Calculation rates. She reported she has sent the calculations to the NKADD for their computations. She reported once she has received the figures from Northern Kentucky Area Development District, she will turn the information over to the Mayor.

FINANCE DIRECTOR HARRY BARLAGE: NO REPORT.

CITY ENGINEER/ZONING ADMINISTRATOR DAVE WHITACRE: Mr. Whitacre gave a report. A copy of his report was previously distributed to the Mayor and Council members. A copy thereof is attached to these minutes.

Member Pettit asked Mr. Whitacre if the street repairs are going to be done this season. Mr. Whitacre reported that everything that was bid out in the fall, has been completed. He stated that he and Mr. Lehman need to meet about the work they want to be done this year.

Member Pettit expressed her concerns about the Alexandria Way turn lanes that need to be identified. Mr. Whitacre stated that they might be able to get some of the work done this year.

PUBLIC WORKS SUPERVISOR STEVE LEHMAN: Mr. Lehman distributed the July Code Enforcement Complaint Log to the Mayor, Council members and City Staff; a copy thereof is attached to these minutes.

Mr. Lehman distributed a copy of Small Business Energy Saver Program for lighting to the Mayor and Councilmembers and City staff. He stated they are talking about replacing the bulbs on the City Building's driveway, the walk way, the parking lot back to the Public Works Building. He stated this would cost the City approximately \$8500 to \$9500. He stated that in order to replace three bulbs, they need to rent a lift that costs \$500.00.

Mr. Lehman stated he is asking for permission to replace these lights with led lighting. Mayor Meyers stated that this money cannot come out of the MARF account. Mayor Meyers requested that Council review the information that Mr. Lehman presented to them this evening. **OUTCOME:** This matter will be brought up at the next Council meeting.

Mr. Lehman reported that the brass names plates that were on the memorial monument in Veterans Park were removed when the monument was demolished.

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Mr. Lehman stated these names, plus a few more names, have been placed on the new granite memorial monument located on the grounds at the City Building

Mr. Lehman reported that the VFW in Alexandria would like to have these names for display at the VFW in Alexandria. Mayor Meyers stated since we have these names already placed on the new monument he would like to see them displayed rather than put in storage. He asked that Mr. Lehman find out how these names will be displayed at the VFW.

KNOLLWOOD SIDEWALK BIDS: Mr. Lehman reported they have already advertised and received bids for the Knollwood sidewalks. He reported at the next Council meeting, he and Mr. Whitacre will present the Knollwood sidewalk bids to Council.

Member Pettit stated she would like to have the bids for the sidewalks and the bids for the roads presented at the same time.

Mr. Lehman reported that bids have not been advertised for the roads. He stated at the next meeting, Mr. Whitacre will have his estimates for the streets that were discussed at the MARF May meeting. Member Pettit stated if this could be done, she would like to have everything presented to Council at one time.

TOWANDA STREET & DRIVEWAY REPAIRS: Mr. Lehman reminded Council about the sidewalk problem that was discussed some months ago. He stated that some houses were getting flooded between 52 and 58 Towanda. He stated at that time Council gave permission for him to go out for bids, which he did. He stated, he has received a bid from TMS in the amount of \$6,925 to do the repairs to the sidewalk and driveways between 52 and 58 Towanda.

ACTION TAKEN: MEMBER PETTIT MOVED THAT WE TAKE STEVE LEHMAN'S RECOMMENDATION AND HAVE TMS DO THE REPAIRS TO THE SIDEWALK AND DRIVEWAYS ON TOWANDA BETWEEN 52 AND 58, SECONDED BY MEMBER SEDMAK. DISCUSSION: NONE, AYE, ALL. MAYOR MEYERS DECLARED THE MOTION PASSED UNANIMOUSLY.

ATTORNEY WALSH READ THE FOLLOWING RESOLUTION #09-2016:

- **RESOLUTION #09-2016: A RESOLUTION AUTHORIZING THE CITY OF HIGHLAND HEIGHTS TO SIGN THE ASSIGNMENT OF THE CDGB DEVELOPMENT AGREEMENT.**

ACTION TAKEN: MEMBER SEDMAK MOVED TO AUTHORIZE THE CITY OF HIGHLAND HEIGHTS TO SIGN THE ASSIGNMENT OF THE CDBG DEVELOPMENT AGREEMENT, SECONDED BY MEMBER BALL. DISCUSSION: NONE, AYE, ALL. MAYOR MEYERS DECLARED THE MOTION PASSED UNANIMOUSLY.

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ORDINANCE/S – FIRST READING/S: NONE.

SECOND READING OF ORDINANCE #07-2016.

ACTION TAKEN: MEMBER PETTIT MOVED THAT ATTORNEY WALSH READ IN SUMMARY, THE SECOND READING OF ORDINANCE # 07-2016, SECONDED BY MEMBER BALL. DISCUSSION NONE, AYE, ALL MAYOR MEYERS DECLARED THE MOTION PASSED UNANIMOUSLY.

ATTORNEY WALSH READ THE FIRST READING OF ORDINANCE #07-2016 IN SUMMARY: AN ORDINANCE RELATING TO 815 KAR 7:120 KENTUCKY BUILDING CODE AND 815 KAR 7:125 KENTUCKY RESIDENTIAL CODE, AS ADOPTED BY THE BOARD OF HOUSING, BUILDINGS AND CONSTRUCTION OF THE COMMONWEALTH OF KENTUCKY.

ACTION TAKEN: MEMBER PETTIT MOVED TO ADOPT ORDINANCE # 07-2016: AN ORDINANCE RELATING TO 815 KAR 7:120 KENTUCKY BUILDING CODE AND 815 KAR 7:125 KENTUCKY RESIDENTIAL CODE, AS ADOPTED BY THE BOARD OF HOUSING, BUILDINGS AND CONSTRUCTION THE COMMONWEALTH OF KENTUCKY, SECONDED BY MEMBER BALL. DISCUSSION: NONE AYE, ALL. MAYOR MEYERS DECLARED THE MOTION PASSED UNANIMOUSLY.

OLD BUSINESS NONE.

NEW BUSINESS: NONE.

CITIZENS TO ADDRESS COUNCIL: NONE.

Being no further business, MEMBER SEDMAK MOVED TO ADJOURN THE MEETING, SECONDED BY MEMBER PETTIT. AYE, ALL. MAYOR MEYERS DECLARED THE MOTION UNANIMOUSLY PASSED.

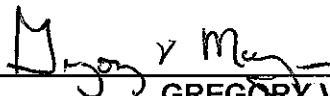
The meeting adjourned at 8:15 pm.

SUBMITTED BY:



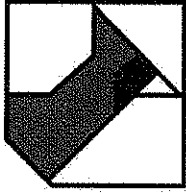
JEAN RAUF, CITY CLERK/TREASURER

SIGNED:



GREGORY V. MEYERS, MAYOR

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HIGHLAND HEIGHTS CITY COUNCIL AUGUST 2, 2016

HARRIET MAILBOX RELOCATION

I spoke with the local USPS representative, and they fully support and approve of moving the mailboxes to one side of the street on Harriet. They do want notice of when this is done, as they pre-sort the mail and will need to change the route/sorting when the change is made. This makes the process somewhat complicated – if the movement of the mailboxes is not done over a very short number of days.

Steve and I went out and looked, and if there were 5 new posts installed – it would be possible to mount the mailboxes in groups of 2-3 boxes in just a few locations, and there would be less posts than there would be if the mailboxes were installed individually. Potentially the City could instruct the residents to move their posts and mailboxes, or the City could install the new posts, and require the homeowners to install their own boxes on the new posts (I don't know if we could/should become involved in mounting the mailboxes).

I also looked at the cost of a group mailbox, and it would be about \$ 1,400 for a box large enough for the entire street, and we would have to build a concrete pad to mount the box.

REINFORCED ASPHALT STREET PAVING

I just became aware of a new product that uses Kevlar (Aramid) fibers to reinforce the asphalt. This provides a big increase in the tensile strength of the asphalt, and will significantly reduce the amount of surface cracking. It may have the potential to make the surface last much longer, and potentially it could eliminate the need for the milling and the application of a second surface course. We will investigate this product for future projects.

Dave Whitacre, Engineer/Zoning Administrator

CURRENT ZONING ENFORCEMENT

- 10 Bon Jan – Deck/Stairs were built without a permit, do not meet code, and are unsafe (owner fixing).
- 139 Camp – PODS unit is drive. 2 Citations have been written, owner said it will be gone – it is still there and a 3rd Citation will be written.
- 204 Renshaw – Abandoned house, owner deceased. (City is mowing grass).
- 42 Pleasant – Significant progress has been made.
- 2391 Jefferson – Inoperable cars, junk, outside storage. Progress has been made. This has been going on since 2001, and I have allowed 30 days additional. As long as he keeps making progress, I believe it is not necessary to issue a Citation.
- 2398 Harrison – Inoperable/unlicensed cars. (Cars may be licensed and operable....although they are not moved often).
- 2538 Harrison – Pool maintenance, grass, weeds, inoperable vehicles. Cars have been moved, weeds and grass cut, the pool has been drained.....more cleanup is needed and the house needs maintenance.
- 236 Sunset – Long Grass, weeds in landscaping. The grass and weeds have been cut, it appears the previous tenants have moved out and there was a large amount of work going on yesterday.
- 65 Bon Jan – I received a complaint about salvage/junk at this location. I noticed some items in the driveway, and I sent a letter. Since that time I have not seen any additional items stored in the driveway.



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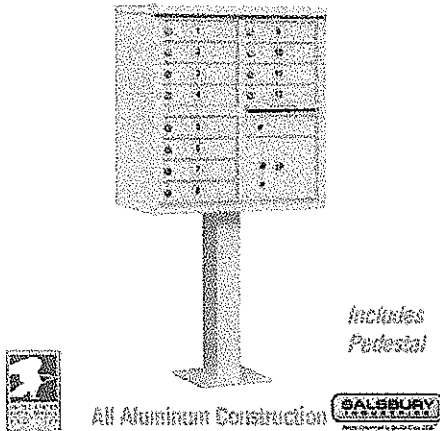
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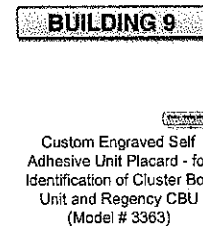
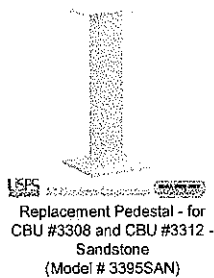
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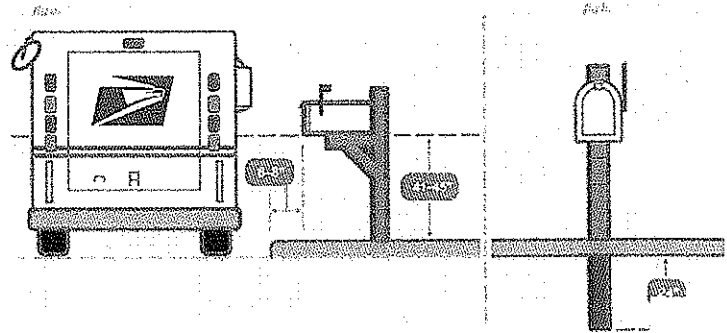
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Mailbox Guidelines



Installing a New Mailbox

Look for Postmaster General's Seal

Every new mailbox design should be reviewed and receive the Postmaster General's (PMG) seal of approval before it goes to market. If you opt to construct your own mailbox, it must meet the same standards as manufactured boxes, so show the plans to your local postmaster for approval.

Placing the Mailbox

Here are some helpful guidelines to follow when installing your mailbox:

Position your mailbox 41" to 45" from the road surface to the bottom of the mailbox or point of mail entry.

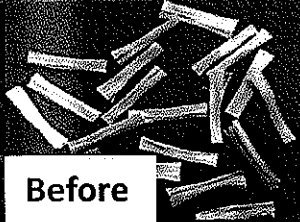
Place your mailbox 6" to 8" back from the curb. If you do not have a raised curb, contact your local postmaster for guidance.

Put your house or apartment number on the mailbox.

If your mailbox is on a different street from your house or apartment, put your full street address on the box.

If you are attaching the box to your house, make sure the postal carrier can reach it easily from your sidewalk, steps,

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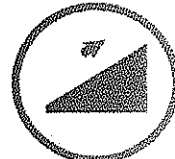
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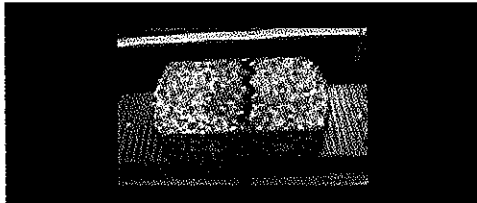


LIFE EXPECTANCY

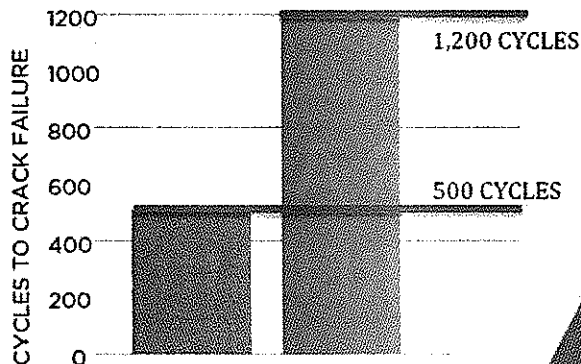


After

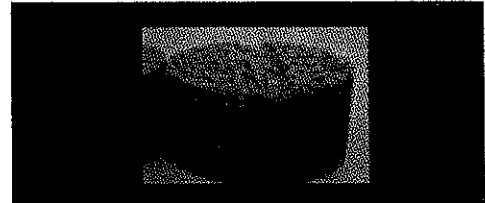
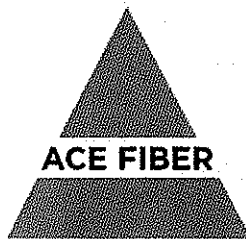
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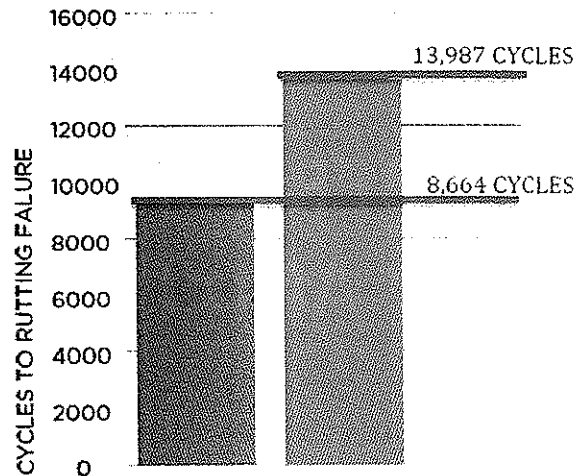
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