

Date:27-Mar-2012

**MINUTES
PARK HILLS CITY COUNCIL
WORK SESSION
MARCH 27, 2012**

The Park Hills City Council met in work session Tuesday, March 27, at the Park Hills Council Chambers. Mayor Easter opened the meeting at 6:00 p.m. and roll call was as follows: Council Members Dickerson, Edgar, House, Kelly and Politte and Mayor Easter were present. Council Members McRaven, Reed and Cunningham were absent. Also present were City Administrator John Kennedy, Economic Development Coordinator Norm Lucas and City Clerk Carla Johnson.

ACTION ITEMS

Approval of License for Private Patrol System

City Administrator John Kennedy explained that staff received an application for a license for a private patrol system at the Social Security Office. Per Chapter 635 of the Municipal Code, these licenses require Council approval. Staff has received a favorable report from Chief of Police Bill Holloway and needs approval from the Council to grant the license.

A motion was made by Councilman Edgar and seconded by Councilwoman Dickerson to approve the license for the private patrol system. Roll call vote was as follows: Ayes; Council Members Dickerson, Edgar, House, Kelly and Politte. Nays; None. ***The motion carried with all in favor.***

Bill #1004 – An Ordinance Authorizing the Mayor to Execute a Contract for Replacement of Water Treatment Plant Roof

Kennedy said that three bids were submitted for the roof replacement at the Water Treatment Plant. The base bid was for roof replacement only. Alternate 1 was to install a rubberized coating to the bottom of the roof panels before replacement, Alternate 2 was to install new insulation, and Alternate 3 was to install a vapor barrier. The low bidder for the base is Heimburger Construction. Taylor Engineering recommends including Alternate 2 in the project and Heimburger is still the low bid for base plus Alternate 2 by approximately \$9,000.

Bill #1004 was read two times by title. Mr. Kennedy said that if the council wished to add the alternate, the bill would need to be amended by adding Alternate 2 in paragraphs 2 and 4. After a brief discussion, a motion was made by Councilwoman Dickerson and seconded by Councilwoman House to approve the bill as read with the amendments. Roll call vote was as follows: Ayes; Council Members Edgar, House, Kelly, Politte and Dickerson. Nays; None. ***The motion carried with all in favor.***

Bill #1005 – An Ordinance Authorizing the Mayor to Execute a Contract for Upgrade of the Wastewater Plant UV System

Kennedy told the Council that only one bid was received for this project due to the requirements of the system. DNR and EPA require that we have a redundant system in case one of the units fails. The base bid was for replacement of one of the UV Disinfectant systems. Alternate 1 was for replacement of both units. Ordering two units at this time would save \$16,500 and some labor costs and ordering the second unit within the next 12 months will hold the price to \$150,000. Both the engineer and Utility Director are recommending replacement of only one of the units at this time due to the change in technology from the current system.

Bill #1005 was read two times by title. After a brief discussion, a motion was made by Councilwoman House and seconded by Councilman Kelly to approve the bill as read and to purchase only one UV Disinfectant System from Enaqua at a cost of \$150,000. Roll call vote was as follows: Ayes; Council Members Dickerson, Edgar, House, Kelly and Politte. Nays; None. ***The motion carried.***

DISCUSSION ITEMS

List of Potential STP Projects

Mr. Kennedy gave each Council Member a list of potential STP Projects and the estimated cost for each. He said that there is approximately \$178,000 available in STP funds along with a \$35,000 City match. After a lengthy discussion, a motion was made by Councilwoman Dickerson and seconded by Councilman Politte to direct staff to request bids on #1 (removing approximately 800 feet of Parkway Drive asphalt on Parkway Drive and replacing it with concrete) with #5 (replacing the asphalt intersection of Coffman and West Main Streets with concrete pavement-driving lanes only) as an alternate. Roll call vote was as follows: Ayes; Council Members Kelly, House, Edgar, Politte and Dickerson. Nays; None. ***The motion carried.***

Potential Redevelopment Proposal – TIF #4

Norm Lucas presented information concerning 239 West Main Street regarding possible improvements to the property using financing from TIF #4. He distributed a map showing the area and an estimate of the costs for improvements to a parking lot with 8 or 9 spaces along Miller Drive. He explained that TIF funds could become available for projects generating sufficient sales tax and he asked if the Council would be interested in such a project. ***There were no objections, but no action was taken.***

Amendment to Schedule IV of Chapter 300

Mr. Lucas also presented information regarding a request for a change in parking regulations on West Main Street. A potential business located at 239 West Main Street has requested that the City designate two parking spaces in front of the business as 15-minute parking to accommodate patrons. Lucas said that if the Council agreed to grant the request it would require an amendment to Chapter 300 Schedule IV of the Municipal Code.

Councilman Kelly asked if the City could limit the hours of the 15 minute parking and place signs to that effect. Lucas said that there could be designated times and the Council might also want to consider placing the designated parking spaces between that property and 247 West Main in order to benefit both businesses. ***Councilman Kelly suggested limiting the hours from 10:00 a.m. to 6:00 p.m., but no formal action was taken on the matter.***

Request for Speed Bumps

City Administrator John Kennedy gave each Council Members a letter from Ralph Pagan requesting speed bumps be installed in the alley behind the Senior Apartments. He said that many people who use that alley are speeding and it causes a dangerous situation for the residents. Kennedy suggested that instead of the speed bumps, additional law enforcement officers could patrol that area for awhile to hopefully improve the situation. The Council agreed.

Surplus Vehicles

Kennedy said that new police cars have been received and are in service. Staff has replaced the silver Code Enforcement vehicles with the police cars that were removed from service. He said that the City really doesn't have enough other equipment or vehicles to hold a sale and no auctions are scheduled. He asked if the Council would allow staff to either sell the retired Code Enforcement vehicles by sealed bids with a minimum bid requirement or use an online service like GovDeals.com. A motion was made by Councilman Kelly and seconded by Councilwoman Dickerson to allow Mr. Kennedy to sell the vehicles by either method and try to get whatever he can from the sale. Roll call vote was as follows: Ayes; Council Members Kelly, House, Edgar, Politte and Dickerson. Nays; None. ***The motion carried.***

Elimination of Duplicate Street Name

Mr. Kennedy told the Council that during the annual street survey, it was discovered that there are two Pine Streets in the City that are not logical extensions of each other. The matter is currently not a problem due to the way homes are addressed, but could cause future emergency response issues. He asked the Council to decide on a new name for the duplicate street that has no addresses. Councilwoman House suggested "Ralph Street", but no formal action was taken on the matter. Kennedy said that he would draft an ordinance to be brought to the Council at a later date.

Sign Code

Kennedy distributed a revised Chapter 535: Sign Regulations to each of the Council Members and asked them to review the material and contact Matt Whitwell with any questions or suggestions. He said that the plan is to meet with the Planning and Zoning Commission in April to make recommendations to the City Council regarding repeal of applicable sections. The City Council will then need to set a public hearing date tentatively May 22 to repeal the applicable sections of the zoning code. At the same meeting, the Council will need to adopt the new sign code.

OTHER ITEMS

City Administrator's Report

Commerce Street Bridge:

- Gansner Excavating was scheduled to begin work on March 26th
- They reported that they are behind on their current job, but may mobilize by Friday, March 30
- The clock started running on March 26th for their allowed contract days
- Once work begins, the bridge will be closed for several weeks, possibly up to 3 months

St. Joe Drive Bridge:

- Herzog Construction started repair work on the St. Joe Drive bridge over Flat River on March 26th
- The form work was completed today and they will pour tomorrow
- The bridge will be closed for approximately one week to 10 days until the concrete reaches the desired compressive strength
- The City is assisting with traffic signage and the road closure
- The Street Department will install reflectors on top of bridge railing while it is closed

Meadow Street Water Main Replacement:

- Water Department crew is making good progress
- Currently in the last block of Meadow before it intersects with Smith
- Set new hydrants at Camilla and at Ethel and will set another at Smith
- Will run a 4-inch line on Stephens Street from Meadow to the 4-inch PVC main on Evans Row to replace an aging 2-inch cast iron pipe that has had several leaks
- When finished with work in this area, will move to the 500 block of Hampton Street to eliminate the 2-inch cast iron pipe with 4-inch PVC

Adams Street Retaining Walls:

- Street crew is completing work on the 400 block of Adams, which is the last block requiring removal and replacement of the WPA retaining walls
- Once the north side of the street is completed, work will begin on the south side to replace curb, gutter, and sidewalks
- Crew will leave Adams Street to work on Meadow when the Water Department is done with the main replacement and reconnecting taps

Letter re: Fire Department

- Kennedy distributed a copy of letter from Desi Mayberry commending the PHVFD who responded to his house fire

Corps of Engineers Permit:

- Received notice from the Corps of Engineers on Thursday, March 15th that the COE is satisfied that work has started and that we have one year to complete the work
- CMT has been on site and is preparing the final plans and bidding specifications for the City

Other:

- Rotary Presentation
- Charles Boyer will make a presentation to the Council at the April 10th meeting regarding the accessible swings that they will be donating to Columbia Park
- Swimming Pool Lift
- We will only need one lift to meet the ADA requirements
- We will need to add another handrail to the steps to meet the requirement that handrails be 20 to 24 inches apart

- The lift that we discussed at the last meeting will not work on our pool due to the width of the drainage gutters, so we are ordering the next size up
- Cost will be about \$5,300
- Sports Complex Lighting
- Contacted Steve Morris at the Fair Board and John Kelly regarding the surplus lights
- The Fair Board is still interested and will contact the Parks & Recreation Director to inspect and make a decision
- John Kelly said he would get back with me if there was still interest in installing lights at the field by Central Elementary
- Change Meeting Date for P & Z
- P & Z will consider recommending changing their meeting date from the second Thursday of each month to either the first or the fourth Thursday of the month to better expedite the hearing process
- Currently, P & Z usually meets after the Council meeting which adds 2 to 4 weeks to those items requiring a Council public hearing.

Mayor/Council Discussion

Mayor Easter said that he wanted to commend Officer Ellie Tucker. He had witnessed a citizen in a motorized wheel chair that was having a problem crossing a set of railroad tracks. Officer Tucker put her patrol car lights on to assist the citizen.

Councilman Kelly asked Norm Lucas to solicit bids updating the City's Web Page so that citizens could complete forms online. He also reported a street light out at Municipal Drive and West Main and a street sign missing at Hovis Farm and Wood Streets. He told Heather McFarland that he was glad to see her in attendance at the meeting and was happy that the expansion of her businesses was underway.

Councilwoman Dickerson said that she also wanted to commend police officers who had handled a matter at her residence when a large dog that was running loose had attacked her small dog that was chained in her yard.

ADJOURNMENT

A motion was made by Councilman Kelly and seconded by Councilwoman Dickerson to adjourn. The ***motion carried with all in favor and the meeting adjourned at 7:15 p.m.***