

REGULAR MEETING
ERLANGER CITY COUNCIL
July 6, 2021

Mayor Jessica Fette called the regular meeting of the Erlanger City Council to order in the City of Erlanger Council Chambers at 7:00 P.M., Tuesday, July 6, 2021.

Brian Nevins, Police Chaplain, gave the invocation.

Members of City Council and citizens pledged allegiance to the flag.

The following Members of City Council were present: Tom Cahill, Ryan Nicole Elmore, Tyson Hermes, Jennifer Jasper, Vickie Kyle, Gary Meyer, Diana Niceley, Rebecca Reckers, Don Skidmore, and Renee Skidmore. Council Members Kathy Cahill and Stephen Knipper were not present.

Also present were: Mayor Jessica Fette, City Administrator Matt Kremer, Building and Zoning Administrator Mark Stewart, Chief of Police Kyle Rader, City Clerk Sherry Hoffman, Director of Economic Development Emi Randall, Director of Finance Kara Kramer, Director of Public Works Peter Glenn, Fire/EMS Chief Todd Whitaker, and Attorney Emily Walters.

MEETING MINUTES – M/S, Niceley-Elmore, that the minutes of the regular council meeting held on June 1, 2021 be approved as written. All ayes, no nays, motion carried.

APPROVAL OF AGENDA - M/S, Hermes-Meyer, to remove the first reading of the FY20 codified ordinances legislation from the agenda due to errors. All ayes, no nays, motion carried.

M/S, Kyle-Reckers, to approve the agenda as presented and with the requested omission. All ayes, no nays, motion carried.

SPECIAL PRESENTATIONS – Mayor Fette introduced George Jonsten with the Dynamic Catholic Institute in Erlanger. Director Jonsten discussed the history, mission, and work of the Institute.

The following took the Firefighter Oath of Office:

- Jacob Henderson Firefighter/EMT
- Wyatt Anderson Firefighter/EMT

CITIZENS/PUBLIC COMMENTS - Mr. Doug Turner and Ms. Tina Knock from 202 McAlpin Avenue requested permission to build a shed on their flag lot. Currently the zoning does not allow it. The following action was decided:

- Mr. Kremer asked Mr. Stewart to contact them on July 7, 2021 to discuss options and Mr. Kremer would notify the City Council of the results.
- Mr. Kremer advised that staff would conduct an analysis and obtain City Council's questions.
- Mr. Kremer requested a caucus meeting on July 20, 2021 for further discussion.

MAYOR'S REPORT - Mayor Fette reported on Summer Sendoff:

- Date - September 18, 2021
- Task Force - Met on July 6, 2021; art and food vendors are needed

CITY ADMINISTRATOR'S REPORT - Mr. Kremer reported on the following:

- American Rescue Plan Act - Have not received funds yet; requested a caucus meeting on July 20, 2021 to discuss the plan
- Utilities Grant - Three resolutions on the agenda pertained to this grant; adoption and signatures finalizes the process

CITY ATTORNEY'S REPORT - Ms. Walters had nothing further to report.

REPORT ON CAPITAL PROJECTS - Mr. Glenn reported on the following:

- Erlanger Salutes - A total of 72 banners had been installed
- Park Projects - Wrapping up Silverlake Park Phase 1, installing equipment at Misty Creek Park, starting master planning process of Locust, Stetter, and Depot Parks
- Street Projects - Rho, Hickory, Mesa, Terrace projects completed
- Sidewalk Projects - Carriage Hill project completed
- Upcoming Bids - Sagebrush, Lexington, and Woodward concrete removal and replacement projects

Additional Reports -

- Ms. Hoffman reported on the following:
 1. Waste Collection - Reminder to residents to place loose garbage in a bag prior to placing it in a tote so that trash does not fall out onto the street and become litter
 2. New open records laws went into effect; information had been sent to elected and appointed officials
- Ms. Randall reported on the following:
 1. Montgomery Cyclery - Recipient of a Best Bicycle Shop award
 2. Small Business Grant - Three applications received
- Ms. Kramer reported on the following:
 1. Policies - Developing written policies on the expenditures of federal funds
 2. Financial Statement - All City departments are within budget
- Chief Whitaker reported on the following:
 1. Accreditation Program - Requested a Caucus meeting on July 20, 2021 to present the process
 2. ISO Rating Program - A meeting will be held on July 22, 2021 regarding their new grading system
- Chief Rader reported on the following:
 1. Employee Update - Former employee Carolyn Fultz passed away
 2. Officer Involved Shooting - Occurred in Independence, Erlanger assisted with calls
 3. I75 Corridor Blitz - Officer Dennison arrested an aggressive driver who was driving in the wrong direction
- Mr. Stewart reported on the following:
 1. Zoning Request - Requested a caucus meeting on July 20, 2021 to discuss a zone change request for a car wash on Dixie Highway

REPORTS OF TASK FORCES -

- Race Relations and Diversity - Ms. Jasper reported on the following:
 1. Meeting - Met in June 2021
 2. Discussions - Hosting a 30 minutes conversation event at the public library, finalized mission statement
 3. Next Meeting - July 19, 2021 at the Erlanger City Building at 7:00 p.m.
- Parks Master Planning - Ms. Elmore reported on the following:
 1. Meeting - Met on July 20, 2021
 2. Discussions - Design project
 3. Next Meeting - August 3, 2021 at the Public Works Facility at 5:00 p.m.

BIDS - Mr. Glenn reported on the following:

1. HVAC Bid Project - Eight bids were received, six were qualified bidders; awarded bid to Peck Hanniford & Briggs in the amount of \$26,580.00

Chief Rader reported on the following:

1. Police Vehicle Equipment and Installation Bid Project - Two bids were received: 911 Fleet in the amount of \$72,285.50 and Cincinnati Safety Outfitters in the amount of \$70,479.50; the bid was awarded to 911 Fleet due to their close proximity to the city, the increase in manpower it

would take to travel to Ohio for Cincinnati Safety Outfitters and the decrease of time and manpower to travel to 911 Fleet locally

UNFINISHED BUSINESS – None.

NEW BUSINESS - Mr. Skidmore requested that businesses should place their addresses on their doors, as well as providing emergency contact information to the City. Mr. Kremer advised that he would look into both matters and discuss with staff.

Mr. Hermes requested a caucus meeting on July 20, 2021 to discuss the possible placement of a stop sign at Brunswick and Southwick.

LEGISLATION - Ms. Walters read the second reading of Ordinance No. 2523 amending the pay plan to change job titles and to modify the maximum and minimum salaries for each pay band. M/S, Reckers-Niceley, to adopt the ordinance as written. All ayes, no nays, motion carried.

Ms. Walters read the second reading of Ordinance No. 2524 amending Chapter 150 of the buildings and property maintenance code by revising the fee schedule and adding a definition section. M/S, Kyle-Jasper, to adopt the ordinance as written. All ayes, no nays, motion carried.

Ms. Walters read the second reading of Ordinance No. 2525 providing for a credit of its occupational license fee for new employees as part of an economic development project by Atlas Air, Inc. under the Kentucky Business Investment Program (KRS 154.32-010-KRS 154.32-100). M/S, Reckers-Kyle, to adopt the ordinance as written. All ayes, no nays, motion carried.

Ms. Walters read Municipal Order No. 07-06-21-01 making the written determinations required by KRS 82.083 for the sale or other disposition of property owned by the City. M/S, Reckers-Jasper, to adopt the municipal order as written. All ayes, no nays, motion carried.

Ms. Walters read Municipal Order No. 07-06-21-02 authorizing the Mayor to extend the previously bid contract with Airport Towing. M/S, Kyle-Elmore, to adopt the municipal order as written. Discussion ensued. All ayes, no nays, motion carried.

Ms. Walters read Resolution No. 07-06-21-01 agreeing to assist all persons who feel that they have been discriminated against to seek equity under Federal and State laws in regards to Fair Housing and Equal Opportunity and to encourage owners of real estate, developers, and builders to become aware of their responsibilities and rights under the Federal Fair Housing Law. M/S, Meyers-Reckers, to adopt the resolution as written. All ayes, no nays, motion carried.

Ms. Walters read Resolution No. 07-06-21-02 appointing Matt Kremer as Title VI Coordinator, Emi Randall and Ed Bailey as members of the Title VI Committee and Section 504 Committee, authorizing the Mayor on behalf of City Council to sign the Title VI Self Survey, and adopting the Kentucky Department for Local Government's Title VI Plan. M/S, Elmore-Kyle, to adopt the resolution as written. All ayes, no nays, motion carried.

Ms. Walters read Resolution No. 07-06-21-03 authorizing and approving certain actions in connection with the Community Development Block Grant Coronavirus Utility Relief Program. M/S, Reckers-Meyer, to adopt the resolution as written. All ayes, no nays, motion carried.

Ms. Walters read Resolution No. 07-06-21-04 directing the Mayor or City Administrator to apply to the Kenton County Planning Commission for the repeal of the current Erlanger Zoning Code and Zoning Map and replaced with an updated zoning code and zoning map. M/S, Meyers-Reckers, to adopt the resolution as written. Discussion ensued. All ayes, no nays, motion carried.

ANNOUNCEMENTS - None.

ADJOURNMENT - M/S, Reckers-Niceley, to adjourn from the regular meeting at 8:10 p.m. All ayes, no nays, motion carried.

ATTEST:

Sherry Hoffman
City Clerk

APPROVED:

Jessica Fette
Mayor