

**CITY OF FORT WRIGHT, KENTUCKY**

**WEDNESDAY, JANUARY 3, 2018 6:00 P.M.**

Mayor Hatter opened the meeting at 6:00 PM with the Pledge of Allegiance and a moment of silence. The following members answered roll call: Mr. Dave Abeln, Mr. Adam Feinauer, Mr. Mike Hoerlein, Mr. Scott Wall, Mr. Bernie Wessels, and Ms. Margie Witt. Also present for the meeting were City Administrator Ed Butler, City Attorney Todd McMurtry, Police Chief Marc Schworer, Fire/EMS Chief Steve Schewe, Public Works Director Jeff Bethell, and City Clerk Susan Ellis.

There were no Citizen Comments.

Approval of Council Minutes for the December 6, 2017 Council Meeting and December 20, 2017 Caucus Meeting were tabled until next Council Meeting on February 7, 2018.

**NEW BUSINESS**

**Proclamation and Presentation to Joyce Woods- Retired City Clerk for the City of Fort Wright**

Mr. McMurtry read the proclamation. Motion by Ms. Witt, second by Mr. Wessels to approve. Roll call vote taken, Mr. Abeln, Mr. Feinauer, Mr. Hoerlein, Mr. Wall, Mr. Wessels, and Ms. Witt voting in favor; no one opposed. Motion passed.

Mayor Hatter commended Joyce for her service and presented her with a memento from the City.

Joyce responded by introducing her family and friends and thanked everyone with whom she had worked the past 25 years.

Mr. Wall, Mr. Wessels, Mr. Hoerlein, Mr. McMurtry, Mr. Butler, Mr. Abel, Mr. Feinauer, Ms. Witt, Chief Schworer, Chief Schewe, Mr. Bethell, and Ms. Ellis all expressed their thanks and well wishes to Joyce.

Accompanied by Bernie O'Bryan, Kathleen Romero spoke on behalf of the Museum Board and thanked Joyce for her work through the years and wished her well.

Retired Public Works Director Tim Maloney also expressed congratulations and well wishes to Joyce.

**Proclamation and Presentation to Gene Weaver and Dan Kreinest for the efforts with the Carlos Faulkner Parole Hearing.**

Mayor Hatter recapped the severity of the Carlos Faulkner crime which occurred prior to law of getting life without parole. The mother of victim was instrumental in getting that law passed. Carlos Faulkner was eligible for parole this year. Mr. Kreinest took it upon himself to inform the City and get word out so citizens could contact the parole board. Mr. Weaver was Police Chief at that time. Both had first-hand knowledge of the case. Both went out of their way to get involved and as a result of their efforts, parole was denied. The parole board had not seen this level of public support.

Mr. McMurtry read the proclamations. Roll call vote taken, Mr. Abeln, Mr. Feinauer, Mr. Hoerlein, Mr. Wall, Mr. Wessels, and Ms. Witt voting in favor; no one opposed. Motion passed.

Mayor Hatter made the presentation.

Mr. Kreinest thanked the Mayor and Council. He stated that Barbara Briede contacted him asking for assistance and that the City went above and beyond in its efforts.

Mr. Weaver thanked the Council for the recognition. He stated that it was not expected. He recognized the council and citizens who responded and thanked Dean Russell, Chief Schewe, and Chief Schworer for attending the hearing.

Mr. Feinauer commented that this was an example of the city slogan "Neighbors helping neighbors," and acknowledge Mr. Weaver as a former mayor and Mr. Kreinest as a former police chief and that their efforts resulted in a very positive outcome.

**Executive Order 1-18 appointing Susan Ellis as the City Clerk for the City of Fort Wright.**

Mr. McMurtry read the order. Motion by Mr. Wessels, second by Mr. Feinauer to approve. Roll call vote taken, Mr. Abeln, Mr. Feinauer, Mr. Hoerlein, Mr. Wall, Mr. Wessels, and Ms. Witt voting in favor; no one opposed. Motion passed.

**Executive Order 2-18 appointing Paul Wigger as a Maintenance Worker for the City of Fort Wright.**

Mr. McMurtry read the order. Motion by Mr. Feinauer, second by Mr. Wall to approve. Roll call vote taken, Mr. Abeln, Mr. Feinauer, Mr. Hoerlein, Mr. Wall, Mr. Wessels, and Ms. Witt voting in favor; no one opposed. Motion passed.

**Executive Order 3-18 appointing Taylor Bellau as a Police Officer for the City of Fort Wright.**

Mr. McMurtry read the order. Motion by Ms. Witt, second by Mr. Hoerlein to approve. Roll call vote taken, Mr. Abeln, Mr. Feinauer, Mr. Hoerlein, Mr. Wall, Mr. Wessels, and Ms. Witt voting in favor; no one opposed. Motion passed.

Mayor Hatter administered the Oath of Office.

Ms. Bellau responded by thanking the City for this opportunity and introduced her family.

**Executive Order 4-18 appointing Adam Feinauer as the 2018 Representative to the Planning and Development Services Council with Mike Hoerlein as the alternate.**

Mr. McMurtry read the order. Motion by Mr. Feinauer, second by Mr. Wall to approve. Roll call vote taken, Mr. Abeln, Mr. Feinauer, Mr. Hoerlein, Mr. Wall, Mr. Wessels, and Ms. Witt voting in favor; no one opposed. Motion passed.

**Fiscal Year 2017 Audit- Paul Maddox presenting.**

Mr. Paul Maddox from Maddox and Associates gave his report on the financials from the audit. He stated that he previously met with the Finance Committee to review the audit in detail. He reported that the City had a good year and that there were no adverse findings. The fund and cash balance increased by \$700,000 and there was no debt. The City is in a good financial situation. The biggest challenge is the pension liability which is a huge unfunded liability that did not exist before. He said that he had no issues completing the audit and that Mr. Butler, Ms. Ellis, and Ms. Woods were very helpful. Internal controls still need work and cash payments are the biggest risk.

Mayor Hatter commented that the Finance Committee will be looking to make improvements. He was proud of the long record of clean audits. He remarked that a safe for cash had been added this year but that the Finance Committee will be looking at not accepting cash. More discussion and additional recommendations will be needed particularly concern the 15% of the budget which are the pension payments he described as "disturbingly massive charges that we cannot anticipate and control."

Mr. Feinauer commented that the audit was good news.

Ms. Witt asked for any recommendations or overall thoughts for the future. Mr. Wessels responded that the Finance Committee is looking at making budget more informative with descriptions of each line item. Mr. Butler responded that a third party was being brought in to look at and assist Ms. Ellis with procedures and to implement more checks and balances. Mayor Hatter concurred the need for reevaluating processes and getting financial expertise. There is a substantial cash balance yielding negligible interest. The Finance Committee will be coming back with additional recommendations. Once approved, the new financial information

will be posted to the website. He encouraged residents to review the Audit Summary and Financial Information published on the website and Transparency Portal.

Mr. Abeln commented that this was the second year of a three year contract that the City had worked with Maddox and Associates for the audit. He stated that there had been no issues with the previous auditor but that there was a need for a new set of eyes.

Motion by Mr. Wessels, second by Mr. Hoerlein to accept the audit. Roll call vote taken, Mr. Abeln, Mr. Feinauer, Mr. Hoerlein, Mr. Wall, Mr. Wessels, and Ms. Witt voting in favor; no one opposed. Motion passed.

Mayor Hatter thanked the rest of the staff for their support commenting that there are a lot of people who do a great job and do not waste money. Department heads understand and are responsible with the residents' dollars. He also commended the Finance Committee's efforts.

#### **Update on 2017 property tax collections**

Tax season ended on December 31, 2017 and the transition of Ms. Woods retiring on December 31, 2017 brought an added challenge to a busy time of year. 40 online payments totaling \$27,000 were received and it seemed like there were less cash payments than previous years. Many residents were going to pay by credit card until they found out they had to pay a convenience fee. That process fee was there to make it fair to other residents who chose not to pay by credit card. All bank deposit tax payments, 2282 out of 2403 property tax payments and 289 out of 328 personal property tax payments have been received to date. Additional payments may still be in process.

#### **Update of 2018 Employee Health Insurance**

The switch was made to a high deductible health plan. Education on the new plan was provided for the employees and HSA accounts were set up. There were significant cost savings for all plans. The cost to the City resulted in \$168,000 which was \$35,000 less than previous stated. Employees will find the new plan to be beneficial. Transfers to the HSA accounts were made today.

Mayor Hatter thanked Mr. Butler for his work on this. Health insurance is a big concern as cost continues to go up. The City incentivized people into the HSA plan with generous contributions and is still trying to provide best plan as possible. We want to make this best place to work and be sensitive to employee needs. This was a creative innovative solution and positions the City to withstand potential future increases. It was a huge win for all.

## **ISSUES LIST REVIEW**

Mr. Hoerlein asked Mr. McMurtry about the update of City Ordinances citing the new nuisance ordinance but that the old one is still online. Mr. McMurtry responded that the new ordinance supplants the old but it is not immediately updated online until an official update is completed. Mr. Butler responded that this is a two year cycle. There was discussion of potential cost of more frequent updates as well as utilizing the new website to include ordinances as they are passed.

The digital sign in the works.

The new website is close to being ready by the end of the month.

Monthly financial reports for council need to be more optimal. The City is looking into advice from a third party financial advisor to make them more meaningful and understandable for council members as well as for residents.

A Z21 meeting is to be scheduled before the end of the month follow a survey of possible meeting dates.

Mayor Hatter commented that there have been ongoing talks with Fort Mitchell and other cities about sharing services.

## **CITIZEN COMMENTS RECEIVED**

Thank you from Sharon Heck to the City, KYTC District 6, and State Representative Diane St. Onge for the repaving of Park Road & Amsterdam

Thank you from Little Links to the Fire Department.

Thank you from Sandy Chapman to Chief Schworer for the assistance given by Andy Vonderhaar and Danny Hampton when her car broke down.

Commendation from Marc Schworer to Jeff Hoppenjans for recognizing a suspicious vehicle leading the arrest of a suspect for burglary

Letter of appreciation from Gary Schweikert who worked with Ms. Briede regarding Carlos Faulkner.

Thank you from Sherry Burkhardt to Mr. Butler for lending the flags for the Veterans Program at Fort Mitchell Baptist Church.

Letter of appreciation from Robert Hebbler to Jeff Bethell and Nick Zumdick for their assistance to the Highland Cemetery Veteran's Day Committee.

Thank you from the Fort Wright Hilltoppers for the Christmas luncheon.

Thank you from Bridget Kaiser to Danny Hampton for assistance with a traffic accident.

## **ADMINISTRATOR'S REPORT**

Mr. Butler reported that it has been a busy time of year with tax season, health insurance changes, and new faces. The Christmas tree recycling bin is set up and the County will be here on January 19, 2018 to mulch the trees.

Precision Concrete will be at the Caucus Meeting on January 17, 2018 to present the Sidewalk Report. Mr. Mark Brueggeman will be there as well to discuss the Amsterdam Road Project and the 2018 Road Project.

Mayor Hatter commented that the City office hours have changed from 730-500 to 8:00-5:00. As much City information as possible is being provided on Facebook, Twitter, and the website.

## **DEPARTMENT REPORTS**

**Police Department:** Police Chief Marc Schworer reported that the police department took care of five families at Christmas. Aaron Arnsperger and his wife assisted Chief Schworer and his wife in collecting and wrapping gifts. Public Works cleaned the Police Department carpets. Kenton County Sheriffs covered the City during the Police Department Christmas party. Nick VonHandorf and his wife are expecting a baby. A crime prevention class is scheduled on January 31, 2018 from 6:30 PM to 8:30 PM at the city building. A Women's Self Defense Class is scheduled for February 21 & 28, 2018. He is trying to do something every month to get the police into community.

Mr. Wall reported that he received a call from a citizen. His kid's car broke down and had to be towed. The Police called a tow truck and the driver refused to take a credit card and treated them rudely. The resident was not happy. Chief Schworer responded that there was a rotation of four different companies. He said he would take a look at the contract and that all the companies should accept credit cards. Mayor Hatter requested follow up to make sure it does not happen again.

**Fire Department:** Fire/EMS Chief Schewe reminded that with the weather warming up and subsequent thawing there was the potential for water in homes and business. Everyone should locate their water shut off just in case. Every year there is a lot of water damage from frozen pipes thawing. The water should be shut off to minimize damage.

Mayor Hatter asked Chief Schewe to write up something informational for posting on the website.

Ms. Witt asked what was the best way to handle water main breaks. Chief Schewe responded to call dispatch as the Water District has an after-hours emergency crew.

**Public Works:** Public Works Director Jeff Bethell reported that the Public Works department was back to full staff. He remarked that with his experience, Paul would be a good asset to city. Currently they are working on a lot of building maintenance: door closures, cleaning carpets, cleaning up landscaping, and installing electric for the new message board. He said that they picked up a lot of trash this month and that it is a continuing issue. They have also dealt with a few rounds of snow.

**City Clerk:** No report.

Mayor Hatter expressed the need for putting together check lists for all the jobs performed by each staff member and asked that this be places on the issues list.

**Legal:** Mr. McMurty called for a motion to amend the agenda to add Executive Session following the close of the regular council meeting.

Motion by Mr. Hoerlein, second by Mr. Feinauer to amend the agenda. Roll call vote taken, Mr. Abeln, Mr. Feinauer, Mr. Hoerlein, Mr. Wall, Mr. Wessels, and Ms. Witt voting in favor; no one opposed. Motion passed.

Motion by Mr. Wall, second by Mr. Abeln to adjourn the regular meeting to Executive Session pursuant to KRS.62.820, Paragraph (F). Roll call vote taken, Mr. Abeln, Mr. Feinauer, Mr. Hoerlein, Mr. Wall, Mr. Wessels, and Ms. Witt voting in favor; no one opposed. Motion passed.

Respectfully Submitted,



Dave Hatter, Mayor

Attest:



Susan Ellis, City Clerk