



City of Fort Wright

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City of Fort Wright Council Meeting Wednesday, September 2, 2020 – 6:00 PM

CALL TO ORDER

The Council Meeting was called to order at 6:00 PM by Mayor Hatter. Mayor Hatter led the Pledge of Allegiance and a moment of silence. City Clerk Maura Russell called the roll.

Councilman Abeln	Here
Councilman Feinauer	Here
Councilman Wall	Here
Councilman Weber	Here
Councilman Wessels	Here
Councilwoman Witt	Here

Also present for the meeting were:

City Administrative Officer Jill Bailey
City Attorney Todd McMurtry
Fire/EMS Chief Steve Schewe
Police Chief Ed Butler
Public Works Director Jeff Bethell
City Clerk Maura Russell

CITIZEN COMMENTS/GUESTS

There were no citizen comments.

Mayor Hatter requested an amendment to the agenda to allow for the revised agenda that was sent out this afternoon, as well as the potential for action to be taken regarding a settlement of an easement dispute with Community of Faith Presbyterian Church. City Administrator Jill Bailey said the revised agenda was necessary because of renumbering of Resolutions, the removal of the RedTree Resolution pending further discussion, and the addition of Resolution 15-2020.

Councilman Wessels made a motion to amend the agenda to accept the new agenda and add items for consideration. Councilman Feinauer made a second. City Clerk Maura Russell called the roll.

Councilman Abeln	Yes
Councilman Feinauer	Yes
Councilman Wall	Yes
Councilman Weber	Yes

Councilman Wessels Yes
Councilwoman Witt Yes

MOTION CARRIED

APPROVAL OF COUNCIL MINUTES

Councilman Weber made a motion to approve the minutes of the Council Meeting held on Wednesday, August 5, 2020. Councilman Feinauer made a second. City Clerk Maura Russell called the roll.

Councilman Abeln Yes
Councilman Feinauer Yes
Councilman Wall Yes
Councilman Weber Yes
Councilman Wessels Yes
Councilwoman Witt Yes

MOTION CARRIED

Councilman Wessels made a motion to approve the minutes of the Caucus Meeting held on Wednesday, August 19, 2020. Councilman Wall made a second. City Clerk Maura Russell called the roll.

Councilman Abeln Yes
Councilman Feinauer Yes
Councilman Wall Yes
Councilman Weber Yes
Councilman Wessels Yes
Councilwoman Witt Yes

MOTION CARRIED

UNFINISHED BUSINESS

Resolution 14-2020 approving Republic Bank as a Financial Depository – Ms. Bailey said the Finance Committee has reviewed the existing banking services for all accounts and received proposals from several institutions. She said the Finance Committee is recommending moving all general banking and depository services from BB&T/Truist to Republic Bank. She said this will be all checking accounts, including the General, CIP, Municipal Road Aid, Museum, and Fire/EMS funds. Ms. Bailey also said the City will receive free courier services for cash deposits, software for check deposits, free new checks for each account, and reduced service charges.

Councilman Weber asked about the offers for employees. Ms. Bailey said each employee will receive a free account as well as a fee-free HSA account. She said employees are currently charged \$2 per month for their HSA accounts through BB&T. She also said she will establish a time for Republic Bank to come to the City Administration offices to discuss banking options with employees. Councilman Abeln said he likes that Republic Bank will be able to come on-site to assist employees. Mayor Hatter expressed appreciation for the financial savings, the bank's proactive approach, and the additional services and advice they can offer.

Ms. Bailey also commented that the Market President of Republic Bank contacted her to donate to the upcoming employee appreciation event. She said that money will be used for staff gifts and she thanked them for the kind contribution.

City Attorney Todd McMurtry read Resolution 14-2020, a Resolution of the City of Fort Wright, Kentucky, approving Republic Bank as the depository financial institution for funds of the City of Fort Wright, Kentucky.

Councilman Wessels made a motion to approve Resolution 14-2020. Councilman Weber made a second. City Clerk Maura Russell called the roll.

Councilman Abeln	Yes
Councilman Feinauer	Yes
Councilman Wall	Yes
Councilman Weber	Yes
Councilman Wessels	Yes
Councilwoman Witt	Yes

MOTION CARRIED

Ms. Bailey announced that the transition and phasing in of Republic Bank will begin in the next week.

NEW BUSINESS

Municipal Order 03-2020 – Disposal of Surplus Property – Mayor Hatter said there are items from the Fire Department that need to be disposed of or sold.

Mr. McMurtry read Municipal Order 03-2020, an order declaring surplus property and authorizing disposal of such property by auction.

Councilwoman Witt made a motion to approve Municipal Order 03-2020. Councilman Abeln made a second. City Clerk Maura Russell called the roll.

Councilman Abeln	Yes
Councilman Feinauer	Yes
Councilman Wall	Yes
Councilman Weber	Yes
Councilman Wessels	Yes
Councilwoman Witt	Yes

MOTION CARRIED

Resolution 15-2020 expressing appreciation to KYTC – Kyles/Dixie Project – Mayor Hatter said this Resolution is regarding the Kyles Lane and Dixie Highway intersection project. He said it was held up for a long time because of a lawsuit and then funding came via a grant. He said while it is in the City of Fort Wright, it is a Kentucky Transportation Cabinet [KYTC] District 6 project. Mayor Hatter commented that this project was long overdue and makes the intersection much better than it was. He said the City was hoping to align Kyles Lane with George Huser Drive but that was too expensive. He expressed appreciation for KYTC District 6 for their work.

Mr. McMurtry read Resolution 15-2020, a Resolution of the City Council of the City of Fort Wright, in Kenton County Kentucky expressing our appreciation to state legislators and the Commonwealth of Kentucky Transportation Cabinet (District 6) regarding the re-construction of the Dixie Highway/Kyles Lane intersection.

Councilman Feinauer expressed appreciation to KYTC for meeting with the City for many years and taking input given from Councilmembers. He said they worked with Council and went through a lot of

hurdles, and the intersection is much better than it had been. Mayor Hatter commented that it did drag on for a long time, but they got it accomplished, and Riegler Blacktop got their work finished quickly. He also expressed thanks to Bob Yeager, Chief District Engineer, KYTC District 6.

Councilman Feinauer made a motion to approve Resolution 15-2020. Councilman Abeln made a second. City Clerk Maura Russell called the roll.

Councilman Abeln	Yes
Councilman Feinauer	Yes
Councilman Wall	Yes
Councilman Weber	Yes
Councilman Wessels	Yes
Councilwoman Witt	Yes

MOTION CARRIED

COMMITTEE REPORTS

Community Improvement Committee – Councilman Feinauer said the Committee met with Mark Brueggemann of CT Consultants to work on signage for the Kyles Lane and Dixie Highway entrance and exit ramps from Interstate 75 and the preliminary designs have been narrowed to two options. He said those will be fine-tuned and then presented to Council. He said they are also reviewing options for coordinating trash receptacles and benches in case there comes a need to replace those items in the future. He said there will be three different-sized signs for different roads that will follow the same style and pattern, including monument signs. Councilman Feinauer also said they are planning a sign for the hillside of the interstate.

Mayor Hatter said these signs will be a huge improvement for the City and asked him to describe a monument sign. Councilman Feinauer said it is something large but pleasing to the eye. Councilwoman Witt said the designers looked at the City Administration building, Seal, and architecture, among other things, to incorporate into the signage.

Mayor Hatter deferred to discuss the City Seal and branding, saying a few years ago Mayor Joe Neinaber, Jr., worked to change branding to “On Top Of It All” but the City has since incorporated the Seal and signage and branding is not the same. Ms. Bailey commented that the City stationary has all gone back to using the Seal and asked for direction if something different was requested by Council.

Councilwoman Witt said she prefers the colors on the current website but likes using the Seal better. Councilman Feinauer commented that the designers are going to work with three different color schemes for their samples. He said they will use blue hues, red hues, and a brushed black. He also mentioned they plan to incorporate the clock tower in some manner.

Councilman Weber asked if this impacts the Police or Fire Department uniforms. Fire Chief Steve Schewe said it would not. Police Chief Ed Butler said the Police Department has designed a new patch, so it will not impact their department.

Mayor Hatter said he is glad to hear the signage will be consistent. Councilman Feinauer said they are also looking at neighboring cities for ideas.

Economic Development Committee – Councilman Abeln said this Committee has not met in the past month but there are quite a few projects in several stages. Mayor Hatter said the City has been very

fortunate so far through the pandemic to not see too much impact on revenue yet and that economic development is continuing. He said he received a call from a bank, interested in taking over the old PNC branch building on Dixie Highway. He said he has not heard back but they did seem ready to move forward.

Ms. Bailey said the storage facility is moving forward on their approval plan for stage two of their development on Madison Pike. She said they worked through questions with the engineer regarding structural plans for a retaining wall and they will be finalizing those plans with Public Works Director Jeff Bethell. Ms. Bailey also requested a meeting with the Economic Development Committee to discuss Dixie Highway and the Dixie/Kyles TIF.

Councilman Wessels asked Ms. Bailey to request that PDS [Planning and Development Services] rename the subject lines of the emails they send with building permits. She said she would send that request over to PDS.

Mayor Hatter took time to remind residents that the state of emergency prevents zoning violations from being enforced because of Senate Bill 150, but residents and businesses should still let City leaders know if there are violations or concerns. He said the City is working to notify those violating ordinances but are unable to enforce action at this time. Ms. Bailey said the bank building the Mayor mentioned on Dixie Highway is one such property. Mr. Bethell confirmed the owner of the building is a trust in California and he has sent repeated letters to request they clean up the property. He said if it becomes a public health nuisance then the City can abate, but that is easier to do in a neighborhood. Councilman Weber recommended building a paper trail in case a lien needs to be placed on the property. Mr. McMurtry advised to cite the property owners even during the state of emergency and let them contest.

Mayor Hatter said the City has taken a velvet glove approach since the pandemic began, and tries to do that all the time, but people are taking advantage of the situation. He recommended following Mr. McMurtry's advice if there is a chronic issue, though he did say there are not many chronic issues.

Finance Committee – Councilman Wessels said the Committee has been working with Ms. Bailey on the investment policy and Mr. McMurtry will be reviewing it soon. He said the investment policy will include an authorized signature sheet that will be updated when signers change, preventing the need for changing the actual policy each time. Councilman Wessels also said there will be monthly reports from staff, RedTree, and US Bank on the investments and he is contemplating asking a staff member to come in once a month to present the information to Council. He said doing this would allow for Councilmembers to see and hear the report information. Mayor Hatter said it would be good for residents to see the information on camera as well because the money belongs to taxpayers and everything done relating to finances should be transparent.

Mayor Hatter thanked Councilman Wessels and Councilman Weber again for the enormous amount of time they put into the investment policy and work with RedTree and Republic Bank. He said Council wants better returns but to also be cautious and conservative.

Human Resources Committee – Councilman Weber said Mr. Bethell is working on filing two Public Works positions, for which he is close to hiring. He said the Police Department is still working to fill the

open Officer position. Police Chief Butler said the Sergeant test has been posted and the department has five eligible officers for that position.

CAO REPORT

Ms. Bailey said the auditor was at the City Administration Building for two days doing field work. She said last year it took their team almost five full days. She said the auditor thinks the books look good and they are happy with the budget restructuring. She commented that if there were doubts about hiring the bookkeeping position, the auditor said it was extremely valuable and the work Ben Harrison did was substantial for being prepped for the audit. She said she anticipates having the auditor back for the November meeting. Mayor Hatter told residents that Ben Harrison is a CPA [Certified Public Accountant] and is the City's part-time bookkeeper. He said his work leads to better transparency, accounting, and makes the audit process go smoother and quicker. He thanked Council for making the position happen, as he believes it is money well spent.

Ms. Bailey reminded residents that the Hoxworth Blood Drive will be on-site on Friday, September 4th, from 12 to 6 PM. She said there will also be food trucks from 11 AM to 6 PM per Hoxworth's request. Ms. Bailey announced the Shred Day event will be held on Saturday, September 19th, from 9 to 11 AM. She said this event is in partnership with Rudler, PSC. She also announced the Community Yard Sale will be held on Friday, September 25th, and Saturday, September 26th.

Mayor Hatter reminded residents this information is also available on the City's website and social media pages and is also sent via email. He also commented on the Shred Day event saying it went well last year and is very important for personal security and to prevent identity theft. He said there is no cost to taxpayers, they just need to drive through to drop off the papers and they will be thrown into the shred bin. He said it is a great opportunity to get rid of sensitive documents that could end up in the wrong hands and cause a lot of grief.

DEPARTMENT REPORTS

Administration/Finance – City Clerk Maura Russell announced that the food truck event has wrapped up for the season. She said the vendors and residents said it was a success and are looking forward to next year. She said she is currently working on resident and employee appreciation events.

Councilman Weber asked about having local restaurants participate in the food truck event. Ms. Russell said she and Ms. Bailey discussed that but the Northern Kentucky Health Department was not issuing temporary permits, so the vendors needed to have a Kentucky statewide permit to participate. She said hopefully that will change next year.

Councilwoman Witt asked about the South Hills Civic Club and not renting it out at this time. She said other cities are renting their facilities. Ms. Russell said she went through a list of many types of rental facilities and said many places are cutting capacity, adding additional cleaning measures by hiring outside cleaning companies after every event to deep clean. She said South Hills Civic Club rental fees are much less than other cities and only residents can rent, and other cities are allowing non-residents to rent but may not be accepting new applications.

Councilwoman Witt asked if it would be worthwhile to open the South Hills Civic Club with reduced occupancy. Mayor Hatter said he is against because of enforcement and cleaning procedures will cost

more money, but he is open to feedback from Council. Councilwoman Witt suggested that charging the cleaning fees to the renter would be an option. Ms. Bailey said the current cleaning company the City uses would charge at least \$100 more per cleaning, but she is willing to research further if Council and the Mayor wishes. There was discussion about enforcement of attendee limits and the liability it poses to the City. Mayor Hatter said it can be reviewed again, but the cost may need to be passed on to the renters and the City will need to know legally its enforcement requirements.

Mayor Hatter said the City does not want to police the South Hills Civic Club renters unless it is agreed to by Council. He said it is an asset that belongs to the residents and it is doing nothing right now. He said the original intent was to make it a place for residents to use and charge as little as possible to cover costs. He said without more information and a plan to understand costs and liability he recommends keeping it closed until the end of the state of emergency. Councilwoman Witt said other cities have facilities being rented out and have been open during the state of emergency and are continuing to bring in revenue that the City of Fort Wright is missing out on. She asked what other cities are doing to enforce occupancy limitations. Mayor Hatter said he agreed from an income perspective but does not think the City is losing too much money. He suggested getting additional information, seeing what other cities are doing, and continuing the discussion at a Caucus Meeting.

Councilman Weber thanked Ms. Bailey, Mr. Bethell, and Ms. Russell for their work on the food truck events. Mayor Hatter said he heard nothing but compliments.

Fire/ALS Department – Fire Chief Steve Schewe said that last year's budget included an ambulance, which has now been in service for about a month. He said the CIP [Capital Improvement Plan] also granted funds for paying for items outside day-to-day operational needs, including replacing portable defibrillators and a video laryngoscope. Chief Schewe said another item is the LUCAS 3 [Lund University Cardiopulmonary Assist System] Chest Compression System, which replaces the previous compression device the Department had for about 14 years and this new model cost approximately \$15,000. A demonstration of the compression machine was done by part-time Firefighter/EMTs Brad Foley and Michael Wright.

Mayor Hatter thanked Mr. Foley and Mr. Wright for demonstrating, saying residents should see how their money is spent. He said this is money well spent because this could be the difference between life and death, as the goal is to get spontaneous circulation. He also said this is a testament to how far technology has come. Chief Schewe said the device can also send data to the Fire Department for training and education purposes. Councilman Wall asked about ventilation with the LUCAS 3 device and Chief Schewe said the bag valve mask would be used. He said there are devices coming to market soon that have the whole CPR process done mechanically. Mayor Hatter thanked Chief Schewe and the Fire Department for being proactive and innovative for the City.

Chief Schewe said the new ambulance and fire truck are working well. He acknowledged that the equipment costs a lot of money but noted that the ambulance is used every single day of the year. He said he appreciates the support of Council for allowing the Department to put in top of the line equipment and staff the best people. Chief Schewe also thanked Foreign Auto Salvage for providing three vehicles for training on extrication for the Department.

Legal Counsel – Mr. McMurtry said he has nothing to report but will have information for Executive Session.

Police Department – Chief Butler welcomed Nick Von Handorf back to the Police Department, saying he started here then went to the Bellevue Police Department and is now back to serve Fort Wright. He said he hopes the remaining vacancy will be filled soon and will update Council when that occurs. Chief Butler said the Department has begun receiving equipment requested via the CIP funds, which includes less lethal protective equipment items that the Department wants to have on hand incase anything happens, or the Officers need to assist neighboring cities. He said the new uniforms should also be completed soon.

Chief Butler said call volume continues to be down, as it is for every department in the region. He said officers continue to work on trainings, including range days and evaluating things happening nationally to determine how internal trainings, policies, and deployment is affected.

Public Works – Mr. Bethell said his team continues to stay on top of mowing and cleaned up around the City Building this week. He said interviews and skills testing was completed yesterday for the open Public Works Laborer position and hopes to fill it soon. Mr. Bethell said Ford Development has poured the first section of wall on Amsterdam Road and they are moving to the second section now.

Mr. Bethell said JPS has poured the final driveway apron on Helen Ruth and just needs to finish some restoration. He said they have finished the first part of Ridgemont. Mr. Bethell said Michaels will be doing crack sealing and he is working with Kenton County on roadway striping for Valley Plaza Drive and a portion of Eaton Drive. He continued, saying Riegler will be working on concrete repairs soon, including ADA [Americans with Disabilities Act] ramps on Bluegrass Drive, and full-depth repairs on Henry Clay and Upland, where they will mill and pave at the end of the month.

Councilman Wessels said he wants to give a round of applause to Mr. Bethell for the work his department is doing, being short two employees and losing the temporary help from the Kenton County Jail and they are still maintaining and doing well. Mayor Hatter commented as well, saying he thinks Mr. Bethell's department is doing a great job considering the circumstances. He said there is lots of stuff going on, and the grass does not stop growing.

SPECIAL ANNOUNCEMENTS

Employee Recognitions/Special Thank You's – Mayor Hatter read special recognition card for Police Specialist Daniel Hampton. He asked if anyone has a good experience with City staff to let him know so he can spread the good news.

Councilman Feinauer said he wishes all a Happy Labor Day and reminded people that the 19th Anniversary of the September 11th attack is coming up.

EXECUTIVE SESSION

Mayor Hatter requested a motion to adjourn to Executive Session under KRS 61.810 (1)(c) – Discussions of proposed or pending litigation against or on behalf of the public agency. He said there may be a need to take action by Council following Executive Session.

A motion to adjourn to Executive Session was made by Councilman Abeln. Councilman Wessels made a second. City Clerk Maura Russell called the roll.

Councilman Abeln	Yes
Councilman Feinauer	Yes
Councilman Wall	Yes
Councilman Weber	Yes
Councilman Wessels	Yes
Councilwoman Witt	Yes

MOTION CARRIED

The Council Meeting was adjourned to Executive Session at 7:16 PM.

The Council Meeting was reopened to the public at 8:10 PM.

Mr. McMurtry read Resolution 16-2020, a Resolution of the City Council of the City of Fort Wright in Kenton County, Kentucky, authorizing the termination of easement and to enter into a settlement agreement.

Councilman Abeln made a motion to approve the Resolution. Councilman Wessels made a second. City Administrator Ms. Bailey called the roll.

Councilman Abeln	Yes
Councilman Feinauer	Yes
Councilman Wall	Yes
Councilman Weber	Yes
Councilman Wessels	Yes
Councilwoman Witt	Yes

MOTION CARRIED

ADJOURNMENT OF THE COUNCIL MEETING

Councilman Wessels made a motion to adjourn the Council Meeting. Councilwoman Witt made a second. All voting in favor.

The Council Meeting adjourned at 8:12 PM.

Respectfully Submitted,

Dave Hatter, Mayor

Attest:

Maura Russell

Maura Russell, City Clerk