

**MINUTES**  
**BOARD OF COMMISSIONERS' MEETING**  
**Tuesday, March 8, 2016 6:00 P.M.**

**A REGULAR MEETING** of the Board of Commissioners of the City of Covington, Kentucky, was opened by Mayor Carran, on Tuesday, March 8, 2016, at 6:00 p.m., in Commission Chambers, 20 West Pike Street, Covington, Kentucky.

Mayor Carran presiding with Commissioners Chuck Eilerman, Steve Frank, Jordan Huizenga, Bill Wells, City Manager Larry Klein, and Assistant City Solicitor Michael Bartlett, present

**MOTION** of Commissioner Wells, seconded by Commissioner Huizenga to dispense with the reading of and approve the minutes of the February 23, 2016, meeting.

**Passed.** 5 Yeas. Commissioners Eilerman, Frank, Huizenga, Wells, and Mayor Carran.

**PRESENTATIONS:** There were no presentations scheduled

**NEW BUSINESS – FIRST READING OF ORDINANCES**

**NEW POSITION** – Police Department staff recognizes the increase in cases where recovery of electronic evidence is necessary and the need for the position of Computer Forensic Analyst. This position in the Department will be a civilian, non-uniformed, non-civil service position.

**COMMISSIONERS' ORDINANCE NO. O-XX-16**

AN ORDINANCE AMENDING § 34.50 OF THE COVINGTON CODE OF ORDINANCES, NON-UNIFORMED, NON-CIVIL SERVICE EMPLOYEES, AND COMMISSIONERS' ORDINANCE NO. O-27.13, CREATING THE POSITION OF COMPUTER FORENSIC ANALYST AND ESTABLISHING THE SALARY FOR THAT POSITION.

**First Reading, No Vote**

**OLD BUSINESS – SECOND READING OF ORDINANCES**

**TEXT AMENDMENT** – In order to enable redevelopment on Washington Avenue, the developer is facilitating the search to find appropriate and permitted sites for an existing business. A location was found for Be Concerned, but a text amendment is necessary for its move to this location.

**COMMISSIONERS ORDINANCE NO. O-03-16**

AN ORDINANCE APPROVING A TEXT AMENDMENT TO THE OFFICIAL ZONING ORDINANCE OF THE CITY OF COVINGTON, KENTUCKY (O-37-06) TO DESIGNATE SECONDHAND STORES IN THE COMMERCIAL-NEIGHBORHOOD (CN) ZONING DISTRICT AS A CONDITIONAL USE.

**MOTION** of Commissioner Eilerman, seconded by Commissioner Frank.  
**Passed.** 5 Yeas. Commissioners Eilerman, Frank, Huizenga, Wells, and Mayor Carran.

**NEW BUSINESS – ORDER/RESOLUTIONS**

**APPOINTMENT** – Mr. Vance is a resident of the City and is a Chief Executive Officer of a human resources outsourcing company.

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**COMMISSIONERS' ORDER/RESOLUTION NO. O/R-56-16**

AN ORDER/RESOLUTION APPROVING THE APPOINTMENT OF CHARLIE VANCE TO THE AUDIT COMMITTEE FOR A THREE (3) YEAR TERM, EFFECTIVE MARCH 9, 2016, AND EXPIRING MARCH 8, 2019.

**MOTION** of Commissioner Eilerman, seconded by Commissioner Wells.  
Passed. 5 Yeas. Commissioners Eilerman, Frank, Huizenga, Wells, and Mayor Carran.

**EMPLOYMENT DATE** – Mr. Livingood and Mr. Endicott will not be able to attend the State's Police Academy until June necessitating the change in their employment date.

**COMMISSIONERS' ORDER/RESOLUTION NO. O/R-57-16**

AN ORDER/RESOLUTION AMENDING O/R-45-16 TO CHANGE THE EFFECTIVE DATE OF EMPLOYMENT FOR ETHAN C. LIVINGOOD AND JAMES A. ENDICOTT TO MAY 30, 2016.

**MOTION** of Commissioner Eilerman, seconded by Commissioner Huizenga.  
Passed. 5 Yeas. Commissioners Eilerman, Frank, Huizenga, Wells, and Mayor Carran.

**RESIGNATION** – Officer Payne is resigning for personal reasons.

**COMMISSIONERS' ORDER/RESOLUTION NO. O/R-58-16**

AN ORDER/RESOLUTION ACCEPTING THE RESIGNATION OF OFFICER JONATHAN PAYNE FROM THE COVINGTON POLICE DEPARTMENT, EFFECTIVE MARCH 5, 2016.

**MOTION** of Commissioner Wells, seconded by Commissioner Frank.  
Passed. 5 Yeas. Commissioners Eilerman, Frank, Huizenga, Wells, and Mayor Carran.

**CONTRACT EXTENSION** – The original contract expires March 4, 2016 and, per the original agreement, can be extended for an additional year.

**COMMISSIONERS' ORDER/RESOLUTION NO. O/R-59-16**

AN ORDER/RESOLUTION AUTHORIZING THE MAYOR AND CITY MANAGER TO EXECUTE AN EXTENSION WITH MORPHOTRAK, LLC FOR TECHNICAL MAINTENANCE AND SUPPORT OF THE LATENT STATION AT THE POLICE DEPARTMENT AT AN ANNUAL RATE OF \$9,971.00, PAYABLE FROM THE GENERAL FUND.

**MOTION** of Commissioner Eilerman, seconded by Commissioner Huizenga.  
Passed. 5 Yeas. Commissioners Eilerman, Frank, Huizenga, Wells, and Mayor Carran.

**CONTRACT** – The City's current contract with Pitney Bowes expires July 1, 2016. The City obtain three written quotes for these services and Neopost USA submitted the best responsible bid. The City was able to take advantage of preferred pricing for service via the Kentucky State contract.

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**COMMISSIONERS' ORDER/RESOLUTION NO. O/R-60-16**

AN ORDER/RESOLUTION AUTHORIZING THE MAYOR AND CITY MANAGER TO EXECUTE A CONTRACT AND ALL OTHER NECESSARY DOCUMENTS WITH NEOPOST USA, INC. FOR MAIL METERING AND POSTAGE NEEDS AND REJECTING ALL OTHER BIDS, IN AN AMOUNT NOT TO EXCEED \$8,500.00, PAYABLE FROM THE GENERAL FUND.

**MOTION** of Commissioner Huizenga, seconded by Commissioner Eilerman.  
Passed. 5 Yeas. Commissioners Eilerman, Frank, Huizenga, Wells, and Mayor Carran.

**CONTRACT** – The City received two bids for this annual work and Aero-Mark submitted the best responsible bid.

**COMMISSIONERS' ORDER/RESOLUTION NO. O/R-61-16**

AN ORDER/RESOLUTION AUTHORIZING THE MAYOR AND CITY MANAGER TO EXECUTE A CONTRACT AND ALL OTHER NECESSARY DOCUMENTS WITH AERO-MARK, INC. FOR THE ANNUAL STREET PAVEMENT STRIPING, AND REJECTING ALL OTHER BIDS, IN AN AMOUNT NOT TO EXCEED \$83,874.18, PAYABLE FROM THE FISCAL STABILITY FUND.

**MOTION** of Commissioner Eilerman, seconded by Commissioner Wells.  
Passed. 5 Yeas. Commissioners Eilerman, Frank, Huizenga, Wells, and Mayor Carran.

**TAX MORATORIUM** – This property was purchased at a Master Commissioner's sale and is described as uninhabitable. The owners intend to rehabilitate the property at a cost of \$75,000 over the next 2-3 years. This tax incentive would be worth \$225 annually over the five year term of the incentive.

**COMMISSIONERS' ORDER/RESOLUTION NO. O/R-62-16**

AN ORDER/RESOLUTION APPROVING A PROPERTY TAX ASSESSMENT MORATORIUM FOR ROBERT HODGES AND ANTHONY McINTIRE, FOR PROPERTY LOCATED AT 709 GREER STREET, COVINGTON, KENTUCKY.

**MOTION** of Commissioner Eilerman, seconded by Commissioner Wells.  
Passed. 5 Yeas. Commissioners Eilerman, Frank, Huizenga, Wells, and Mayor Carran.

**CONTRACT ADDENDUM** – Xceligent is a software tool used to inventory the City's available commercial properties. The addendum will align the term of the contract with our fiscal year and will add Xceligent Direct to the software.

**COMMISSIONERS' ORDER/RESOLUTION NO. O/R-63-16**

AN ORDER/RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE AN ADDENDUM TO THE XCELIGENT SOFTWARE AGREEMENT TO CHANGE THE BILLING CYCLE TO ALIGN WITH THE CITY'S FISCAL YEAR AND TO INCORPORATE ADDITIONAL SERVICES FOR A TOTAL ANNUAL SUBSCRIPTION RATE OF \$900.00, PAYABLE FROM CDBG FUNDS.

**MOTION** of Commissioner Eilerman, seconded by Commissioner Huizenga.  
Passed. 5 Yeas. Commissioners Eilerman, Frank, Huizenga, Wells, and Mayor Carran.

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**DEVOU PARK IMPROVEMENTS** – Each year, the joint Boards for Devou Park convene to discuss priority projects to select for funding from the profits of the Drees Pavilion. The total allocation for 2016 is \$470,000.00.

**COMMISSIONERS' ORDER/RESOLUTION NO. O/R-64-16**

AN ORDER/RESOLUTION ACCEPTING THE JOINT RECOMMENDATIONS OF DEVOU PROPERTIES, INC. AND THE DEVOU PARK ADVISORY COMMITTEE FOR THE 2015 RESERVE ACCOUNT FROM THE EARNINGS OF THE DREES PAVILION AT DEVOU MEMORIAL OVERLOOK FOR USE IN DEVOU PARK.

**MOTION** of Commissioner Eilerman, seconded by Commissioner Huizenga.  
Passed. 5 Yeas. Commissioners Eilerman, Huizenga, Wells, and Mayor Carran.  
1 Nay. Commissioner Frank.

**CHANGE ORDER** – Due to site problems and issues with construction documents, \$11,007 in additional work was completed in the Gus Sheehan Park for earthwork, bollards, and concrete bumpers. These costs will be covered from the 2016 allocations from the Devou Park Master Plan Fund.

**COMMISSIONERS' ORDER/RESOLUTION NO. O/R-65-16**

AN ORDER/RESOLUTION AUTHORIZING THE MAYOR AND CITY MANAGER TO EXECUTE A CHANGE ORDER FOR AN AMOUNT OF \$11,007.00 PAYABLE TO LOGAN CREEK, LLC FOR ADDITIONAL CONSTRUCTION COSTS RELATED TO THE GUS SHEEHAN PARK AND PLAYGROUND IMPROVEMENTS, PAYABLE FROM DEVOU PARK MASTER PLAN FUND.

**MOTION** of Commissioner Eilerman, seconded by Commissioner Wells.  
Passed. 4 Yeas. Commissioners Eilerman, Huizenga, Wells, and Mayor Carran.  
1 Nay. Commissioner Frank.

**REAPPOINTMENT TO BOARD OF ADJUSTMENT**

**COMMISSIONERS' ORDER/RESOLUTION NO. O/R-66-15**

AN ORDER/RESOLUTION APPROVING THE REAPPOINTMENT OF MARSHALL SLAGLE TO THE COVINGTON BOARD OF ADJUSTMENT FOR A FOUR (4) YEAR TERM, EFFECTIVE FEBRUARY 21, 2016, AND EXPIRING FEBRUARY 20, 2020.

**MOTION** of Commissioner Huizenga, seconded by Commissioner Eilerman.  
Passed. 5 Yeas. Commissioners Eilerman, Frank, Huizenga, Wells, and Mayor Carran.

**APPOINTMENT TO URBAN DESIGN REVIEW BOARD**

**COMMISSIONERS' ORDER/RESOLUTION NO. O/R-67-16**

AN ORDER/RESOLUTION APPROVING THE APPOINTMENT OF CRAIG GOSSMAN TO THE URBAN DESIGN REVIEW BOARD FOR A FOUR (4) YEAR TERM, EFFECTIVE MARCH 9, 2016 AND EXPIRING MARCH 8, 2020.

**MOTION** of Commissioner Eilerman, seconded by Commissioner Wells.  
Passed. 5 Yeas. Commissioners Eilerman, Frank, Huizenga, Wells, and Mayor Carran.

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**SENATE BILL 180**

**COMMISSIONERS' ORDER/RESOLUTION NO. O/R-68-16**

AN ORDER/RESOLUTION REAFFIRMING THE CITY OF COVINGTON'S CONTINUED COMMITMENT TO PROTECTING HUMAN RIGHTS, AND REITERATING ITS ONGOING DEDICATION TO EQUAL AND FAIR TREATMENT OF ALL CITIZENS AND VISITORS.

**MOTION** of Commissioner Eilerman, seconded by Commissioner Huizenga.  
Passed. 5 Yeas. Commissioners Eilerman, Frank, Huizenga, Wells, and Mayor Carran.

**ADJOURNMENT**

Mayor Carran adjourned the meeting at 7:00 p.m. with no additional action taken.

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MAYOR

ATTEST:

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CITY CLERK

APPROVED: \_\_\_\_\_