

**MINUTES**  
**BOARD OF COMMISSIONERS' MEETING**  
**Tuesday, December 20, 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, December 20, 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 City Solicitor Frank Warnock, present.

**MOTION** of Commissioner Huizenga, seconded by Commissioner Wells to dispense with the reading of and approve the minutes of the December 6, 2016, meeting.

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

**PRESENTATIONS –**

**NEW BUSINESS – FIRST READING OF ORDINANCES**

**SALARY ORDINANCE**

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

AN ORDINANCE REPEALING ORDINANCE O-27-13 AND ANY AMENDMENTS THERETO IN THEIR ENTIRETY AND REPLACING THEM WITH ORDINANCE THAT PROVIDES JOB TITLES FOR POSITIONS, A POSITION CLASSIFICATION SYSTEM, SALARY RANGES FOR EACH POSITION, FOR THOSE EMPLOYEES OF THE CITY OF COVINGTON WHOSE POSITIONS ARE NOT REPRESENTED BY ANY UNION.

**First Reading, No Vote**

**OLD BUSINESS – SECOND READING OF ORDINANCES**

**MEETING DATES**

**COMMISSIONERS' ORDINANCE NO. O-41-16**

AN ORDINANCE ESTABLISHING DATES OF THE REGULAR LEGISLATIVE MEETINGS OF THE COVINGTON BOARD OF COMMISSIONERS FOR JANUARY 2017.

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

**NEW BUSINESS – ORDER/RESOLUTIONS**

**501 MAIN INDUSTRIAL BUILDING REVENUE BONDS**

**COMMISSIONERS' ORDER/RESOLUTION NO. O/R-391-16**

AN ORDER/RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE CITY OF COVINGTON, KENTUCKY, AUTHORIZING THE ISSUANCE OF UP TO \$40,000,000.00 MAXIMUM AGGREGATE PRINCIPAL AMOUNT TAXABLE INDUSTRIAL BUILDING REVENUE BONDS, SERIES 2016, IN ORDER TO ASSIST F&C DEVELOPMENT, INC., OR ASSIGNS, TO FINANCE THE ACQUISITION, CONSTRUCTION AND EQUIPPING OF AN INDUSTRIAL BUILDING FACILITY LOCATED

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WITHIN THE CITY OF COVINGTON, KENTUCKY AND TO IMPROVE SAID FACILITY; AUTHORIZING THE ISSUANCE OF ADDITIONAL BONDS; PROVIDING FOR THE PLEDGE OF REVENUES FOR THE PAYMENT OF SAID BONDS; AUTHORIZING A LEASE AGREEMENT BETWEEN THE CITY OF COVINGTON, KENTUCKY AND F&C DEVELOPMENT INC., OR ASSIGNS, WITH RESPECT TO THE FACILITY (THE "AGREEMENT"); AUTHORIZING A TRUST INDENTURE APPROPRIATE FOR THE PROTECTION AND DISPOSITION OF SUCH REVENUES AND FURTHER TO SECURE THE PAYMENT OF SAID BONDS; AUTHORIZING A BOND PURCHASE AGREEMENT; AND AUTHORIZING A HOME OFFICE PAYMENT AGREEMENT.

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

**APPOINTMENTS**

**COMMISSIONERS' ORDER/RESOLUTION NO. O/R-392-16**

AN ORDER/RESOLUTION APPROVING THE APPOINTMENT OF DAVID MATHEWS AS INTERIM FINANCE DIRECTOR AND ALLISON HUDSON AS INTERIM OPERATIONS MANAGER, FOR A TEMPORARY PERIOD, EFFECTIVE JANUARY 1, 2017.

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

**EMPLOYMENT**

**COMMISSIONERS' ORDER/RESOLUTION NO. O/R-393-16**

AN ORDER/RESOLUTION APPROVING THE EMPLOYMENT OF JOHN MURPHY, ALEXANDRA AVERBECK AND MATTHEW MARTIN AS PATROL OFFICERS, GRADE I, IN THE COVINGTON POLICE DEPARTMENT, EFFECTIVE JANUARY 22, 2017.

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

**EMPLOYMENT**

**COMMISSIONERS' ORDER/RESOLUTION NO. O/R-394-16**

AN ORDER/RESOLUTION APPROVING THE EMPLOYMENT OF WHITNEY CRAIG, JOSHUA DAVIS, BENJAMIN DIESEL, JAY FELDKAMP, CHRISTOPHER HARLESS, ROBERT HUSER, JOSEPH KAPPA, JONATHAN KRULL, MATTHEW LAFONTAINE, AND TIME NEWMAN AS RECRUIT FIREFIGHTERS IN THE COVINGTON FIRE DEPARTMENT, EFFECTIVE JANUARY 23, 2017.

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

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**EMPLOYMENT** – Staff received 47 applications for this position. Mr. Ryan is coming to us from the Northern Kentucky Water District where he has worked since 2009. He is more than qualified for this position.

**COMMISSIONERS' ORDER/RESOLUTION NO. O/R-395-16**

AN ORDER/RESOLUTION APPROVING THE EMPLOYMENT OF KYLE RYAN IN THE POSITION OF PROJECT ENGINEER/ASSISTANT CITY ENGINEER, EFFECTIVE JANUARY 16, 2017.

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

**EMPLOYMENT** – The City currently has a part-time receptionist for the morning hours and has a month-to-month contract with a security company for afternoons and early evenings. The city will be cancelling its contract with the security firm and Mr. Conley will be filling the afternoon hours working directly for the city.

**COMMISSIONERS' ORDER/RESOLUTION NO. O/R-396-16**

AN ORDER/RESOLUTION APPOINTING HAROLD CONLEY TO THE POSITION OF PART-TIME RECEPTIONIST.

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

**PURCHASE CONTRACT** – This parcel was left as excess right-of-way following the 12<sup>th</sup> Street widening project. The City will be purchasing the property for its appraised value and will sell to the Center for Great Neighborhoods which will use it for parking.

**COMMISSIONERS' ORDER/RESOLUTION NO. O/R-397-16**

AN ORDER/RESOLUTION AUTHORIZING THE MAYOR AND CITY MANAGER TO EXECUTE A PURCHASE CONTRACT WITH THE KENTUCKY TRANSPORTATION CABINET FOR PROPERTY LOCATED AT 309-315 MARTIN LUTHER KING, JR. BOULEVARD, IN AN AMOUNT NOT TO EXCEED \$30,000.00.

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

**PURCHASE AGREEMENT** – The Center for Great Neighborhoods will be using this lot for parking for their newly renovated building on 12<sup>th</sup> Street.

**COMMISSIONERS' ORDER/RESOLUTION NO. O/R-398-16**

AN ORDER/RESOLUTION AUTHORIZING THE MAYOR AND CITY MANAGER TO EXECUTE A PURCHASE AGREEMENT WITH THE CENTER FOR GREAT NEIGHBORHOODS (CGN) ALLOWING CGN TO PURCHASE PROPERTY LOCATED AT 309-315 MARTIN LUTHER KING, JR. BOULEVARD, IN AN AMOUNT OF \$30,000.00.

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

**INVITATION FOR BID** – The City received a Safe Routes to School Grant of \$200,000.00, to replace the worst blocks of sidewalk around 6<sup>th</sup> District School. The

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total construction estimate is \$250,000 and the City will be responsible for any cost over the grant amount.

**COMMISSIONERS' ORDER/RESOLUTION NO. O/R-399-16**

AN ORDER/RESOLUTION APPROVING THE PUBLICATION OF AN INVITATION FOR BID FOR THE SAFE ROUTES TO SCHOOL PROJECT AROUND THE SIXTH DISTRICT ELEMENTARY SCHOOL.

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

**SMART GROWTH AMERICA** – Smart Growth America is offering technical assistance to help communities integrate small-scale manufacturing into their place-based economic development efforts. If selected, the City will receive a professionally facilitated two-three day workshops with a customized action plan detailing next steps and resources available to implement the recommendations.

**COMMISSIONERS' ORDER/RESOLUTION NO. O/R-400-16**

AN ORDER/RESOLUTION AUTHORIZING THE CITY TO APPLY FOR SMART GROWTH AMERICA'S TECHNICAL ASSISTANCE: SMALL SCALE MANUFACTURING AND PLACE-BASED ECONOMIC DEVELOPMENT, AND PERMITTING THE MAYOR TO SUBMIT A LETTER OF COMMITMENT ON BEHALF OF THE CITY STIPULATING THAT THE CITY WILL PARTICIPATE IN THE TECHNICAL ASSISTANCE AND IMPLEMENT ANY LOCAL INITIATIVES THAT RESULT FROM THE TECHNICAL ASSISTANCE OFFERED.

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

**PURCHASE CONTRACT** – This is a vacant, single family residence that sits on a double lot. The building has significant structural issues that have prevented HONK from being able to redevelop the property. By purchasing the property with CDBG funds, the City will be able to remove the structure through demolition and will pursue redevelopment of the lot and surrounding lots through in-fill housing.

**COMMISSIONERS' ORDER/RESOLUTION NO. O/R-401-16**

AN ORDER/RESOLUTION AUTHORIZING THE MAYOR AND CITY MANAGER TO EXECUTE THE NECESSARY DOCUMENTS FOR THE PURCHASE OF REAL PROPERTY LOCATED AT 328 PLEASANT STREET FROM HOUSING OPPORTUNITIES OF NORTHERN KENTUCKY IN AN AMOUNT OF \$20,000.00, PAYABLE FROM CDBG FUNDS.

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

**CONTRACT**

**COMMISSIONERS' ORDER/RESOLUTION NO. O/R-402-16**

AN ORDER/RESOLUTION AUTHORIZING THE MAYOR AND CITY MANAGER TO EXECUTE A CONTRACT AND ANY OTHER NECESSARY DOCUMENTS WITH TERRACON FOR GEOTECHNICAL WORK FOR PHASE II STABILIZATION ON RIVERSIDE DRIVE FROM KENTUCKY

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AVENUE TO SHELBY STREET, IN AN AMOUNT NOT TO EXCEED \$16,995.00, PAYABLE FROM FISCAL STABILITY INFRASTRUCTURE FUND.

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

**INVITATION FOR BID**

**COMMISSIONERS' ORDER/RESOLUTION NO. O/R-403-16**

AN ORDER/RESOLUTION APPROVING THE PUBLICATION OF AN INVITATION TO BID FOR CONSTRUCTION OF THE WEST WALK INCLUDING A BID ALTERNATE FOR THE UP AND OVER PORTION OF RIVERFRONT COMMONS.

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

**RED BIKE PAYMENT** – The Red Bike station at this site was temporarily connected to an existing Duke service. With the layout for the Duveneck project now known, a permanent metered location can be set. An estimated total cost is \$2,200.00.

**COMMISSIONERS' ORDER/RESOLUTION NO. O/R-404-16**

AN ORDER/RESOLUTION APPROVING THE PAYMENT OF \$2,200.00 TO RED BIKE FOR THE INSTALLATION OF THE LONG-TERM ELECTRICAL CONNECTION TO THE RED BIKE STATION AT SEVENTH AND WASHINGTON STREETS.

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

**CONTRACT ADDENDUM**

**COMMISSIONERS' ORDER/RESOLUTION NO. O/R-405-16**

AN ORDER/RESOLUTION AUTHORIZING THE MAYOR AND CITY MANAGER TO EXECUTE A CONTRACT ADDENDUM WITH CINCINNATI BELL TELEPHONE COMPANY FOR DATA TRANSMISSION UPGRADES, IN AN AMOUNT OF \$210.00 PER MONTH FOR A 30 MONTH PERIOD, PAYABLE FROM GENERAL FUND.

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

**RESIGNATION**

**COMMISSIONERS' ORDER/RESOLUTION NO. O/R-406-16**

AN ORDER/RESOLUTION ACCEPTING THE RESIGNATION OF LISA DESMARAIS, DIRECTOR OF FINANCE AND OPERATIONS, EFFECTIVE DECEMBER 31, 2016.

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

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**APPOINTMENT**

**COMMISSIONERS' ORDER/RESOLUTION NO. O/R-407-16**

AN ORDER/RESOLUTION APPROVING THE APPOINTMENT OF MELINDA JENKINS TO THE POSITION OF FINANCE ANALYST IN THE FINANCE DEPARTMENT.

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

**EMPLOYMENT**

**COMMISSIONERS' ORDER/RESOLUTION NO. O/R-408-16**

AN ORDER/RESOLUTION APPROVING THE EMPLOYMENT OF JAMES PAYNE AS LABORER IN THE DEPARTMENT OF PUBLIC IMPROVEMENTS, EFFECTIVE DECEMBER 21, 2016.

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

**CONTRACT ADDENDUM**

**COMMISSIONERS' ORDER/RESOLUTION NO. O/R-409-16**

AN ORDER/RESOLUTION AUTHORIZING THE MAYOR AND CITY MANAGER TO EXECUTE A CONTRACT ADDENDUM WITH SYSTEMS INSIGHT, IN AN AMOUNT NOT TO EXCEED \$1,500.00 PER MONTH FOR A 12 MONTH PERIOD, PAYABLE FROM GENERAL FUND.

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

**GENERAL DEPOSITORY AGREEMENT**

**COMMISSIONERS' ORDER/RESOLUTION NO. O/R-410-16**

AN ORDER/RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE A HUD FORM 51999 GENERAL DEPOSITORY AGREEMENT AS IT RELATES TO HUD FUNDS DEPOSITED WITH US BANK.

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

**HANDS PIKE RECONSTRUCTION**

**COMMISSIONERS' ORDER/RESOLUTION NO. O/R-411-16**

AN ORDER/RESOLUTION SUPPORTING THE PROSPECT OF KENTUCKY TRANSPORTATION CABINET RECOMMENDING FUNDING FOR THE RECONSTRUCTION OF HANDS PIKE FROM MADISON AVENUE TO CRYSTAL LAKE AND DECLARING HANDS PIKE AS A TOP PRIORITY FOR THE CITY OF COVINGTON.

**MOTION** of Commissioner Eilerman, seconded by Commissioner Wells.

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

**CONTRACT**

**COMMISSIONERS' ORDER/RESOLUTION NO. O/R-412-16**

AN ORDER/RESOLUTION AUTHORIZING THE MAYOR AND CITY MANAGER TO EXECUTE A CONTRACT WITH CMI EQUIPMENT SALES, INC. FOR THE PURCHASE OF A SLOPE MOWER, IN AN AMOUNT OF \$41,278.00, PAYABLE FROM THE INFRASTRUCTURE FUND.

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

**CONTRACT**

**COMMISSIONERS' ORDER/RESOLUTION NO. O/R-413-16**

AN ORDER/RESOLUTION AUTHORIZING THE MAYOR AND CITY MANAGER TO EXECUTE A CONTRACT WITH JPS CONSTRUCTION, FOR THE CONSTRUCTION OF NEW STORM PIPES, UNDERDRAINS, CATCH BASINS, AND STREET PAVEMENT OF CRYSTAL LAKE DRIVE, IN AN AMOUNT OF \$289,993.00, PAYABLE FROM THE INFRASTRUCTURE FUND.

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

**DEVOU CLUBHOUSE PROJECT**

**COMMISSIONERS' ORDER/RESOLUTION NO. O/R-414-16**

AN ORDER/RESOLUTION APPROVING AN ALLOCATION OF \$135,500 TO SATISFY EXPENDITURES RELATED TO THE DEVOU CLUBHOUSE PROJECT.

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

**INVITATION FOR BID**

**COMMISSIONERS' ORDER/RESOLUTION NO. O/R-415-16**

AN ORDER/RESOLUTION APPROVING THE PUBLICATION OF AN INVITATION FOR BID FOR PURCHASE AND INSTALLATION OF THE SOUND SYSTEM AND ALARM SYSTEM FOR THE DEVOU GOLF & EVENT CENTER.

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

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**DEVOU CLUBHOUSE PROJECT**

**COMMISSIONERS' ORDER/RESOLUTION NO. O/R-416-17**

AN ORDER/RESOLUTION AUTHORIZING PAYMENT TO ATC GROUP SERVICE FOR ADDITIONAL SERVICES PERFORMED RELATED TO SPECIAL INSPECTIONS ON THE DEVOU PARK CLUBHOUSE PROJECT.

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

**LEASE RENEWAL**

**COMMISSIONERS' ORDER/RESOLUTION NO. O/R-417-16**

AN ORDER/RESOLUTION AUTHORIZING THE MAYOR AND CITY MANAGER TO EXECUTE A LEASE RENEWAL CONTRACT WITH THE COMMONWEALTH OF KENTUCKY FOR A ONE-YEAR EXTENSION OF THE LEASE BETWEEN THE CITY OF COVINGTON AND THE HUMAN RIGHTS COMMISSION, IN AN ANNUAL AMOUNT OF \$1,200.00.

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

**ADJOURNMENT**

Mayor Carran adjourned the meeting at 9:10 p.m.

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MAYOR

ATTEST:

\_\_\_\_\_  
CITY CLERK

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