

MINUTES
BOARD OF COMMISSIONERS' MEETING
Tuesday, January 6, 2015 6:00 P.M.

A MEETING of the Board of Commissioners of the City of Covington, Kentucky, was opened by Mayor Carran, on Tuesday, January 6, 2015, 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 Manager/City Solicitor Frank Warnock, present.

MOTION of Commissioner Frank, seconded by Commissioner Huizenga to dispense with the reading of and approve the minutes of the December 16, 2014, meeting minutes.

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

PRESENTATIONS:

- Gerry Slusher of the Northern Kentucky Visually Impaired Community gave a brief report on a recent conference that she and her husband attended thanks to a grant from the Center for Great Neighborhoods.
- Kerry Roe, Clark Schaefer Hackett CPAs presented a brief outline of the results of their FY 2014 audit.

NEW BUSINESS – FIRST READING OF ORDINANCES

NEW POSITION – In the FY 15 budget, the full-time Administrative Assistant position budgeted in the Fire Department was reduced to part-time upon the retirement of Pat Boh from that position on or around January 1, 2015. A new position, that of Part-time Business Analyst, is recommended within the Finance Department which will provide business analytic assistance to the Fire Chief.

COMMISSIONERS' ORDINANCE NO. O-01-15

AN ORDINANCE AMENDING § 34.50 OF THE COVINGTON CODE OF ORDINANCE, NON-UNIFORMED, NON-CIVIL SERVICE EMPLOYEES, CREATING THE POSITION OF PART-TIME BUSINESS ANALYST.

First Reading, No Vote

NEW BUSINESS – ORDER/RESOLUTIONS

CAFR ACCEPTANCE – The City's FY 2014 Comprehensive Annual Financial Report has been completed by our external auditors, Clark Schaefer Hackett CPAs and reviewed and accepted by the City's Audit Committee, and has been sent to the Kentucky Department for Local Governments, as required.

COMMISSIONERS' ORDER/RESOLUTION NO. O/R-01-15

AN ORDER/RESOLUTION ACCEPTING THE FISCAL YEAR 2014 COMPREHENSIVE ANNUAL FINANCIAL REPORT AS PRESENTED BY CLARK SCHAEFER HACKETT.

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

CONTRIBUTION TO FIRE DEPARTMENT – Mr. Topits, who has previously donated funding for body cameras for the Covington Police Department, has collaborated with the Covington Fire Department and the Chief to identify certain equipment that would benefit the citizens and property owners of the City and the

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Department. Once again, Mr. Topits has generously funded the purchase of equipment specified by Chief Mathew for the Fire Department.

COMMISSIONERS' ORDER/RESOLUTION NO. O/R-02-15

AN ORDER/RESOLUTION IN APPRECIATION OF COVINGTON RESIDENT JOHN TOPITS FOR HIS CONTRIBUTION TO THE FIRE DEPARTMENT FOR THE PURCHASE OF EQUIPMENT NECESSARY TO UPGRADE THE CITY'S FIRE HYDRANTS.

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

RESIGNATION – Beth Johnson, Preservation and Planning Specialist, has accepted a position with the City of Austin, Texas, in its Planning and Development Review Department as a Senior Planner/Deputy Historic Preservation Officer.

COMMISSIONERS' ORDER/RESOLUTION NO. O/R-03-15

AN ORDER/RESOLUTION ACCEPTING THE RESIGNATION OF BETH JOHNSON, PRESERVATION AND PLANNING SPECIALIST, EFFECTIVE JANUARY 30, 2015.

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

AMENDED JOB DESCRIPTION - The job description is being updated so that the duties and responsibilities are clear for potential candidates as they consider applying for the position.

COMMISSIONERS' ORDER/RESOLUTION NO. O/R-04-15

AN ORDER/RESOLUTION AMENDING THE JOB DESCRIPTION FOR THE POSITION OF PRESERVATION AND PLANNING SPECIALIST IN THE DEVELOPMENT DEPARTMENT.

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

JOB DESCRIPTION – This position will be replacing the current full-time position held by Pat Boh who is retiring January 31, 2015. In the FY 15 budget, the full-time Administrative Assistant position budgeted in the Fire Department was reduced to part-time upon Pat's retirement. A new position, that of Part-time Business analyst is recommended within the Finance Department, that will provide business analytic assistance to the Fire Chief.

COMMISSIONERS' ORDER/RESOLUTION NO. O/R-05-15

AN ORDER/RESOLUTION APPROVING THE JOB DESCRIPTION FOR THE POSITION OF PART-TIME BUSINESS ANALYST IN THE COVINGTON FINANCE DEPARTMENT.

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

THELEN ASSOCIATES PROPOSAL – There is a major slide in the levee along the Licking River. Thelen has been hired by the City to monitor the slide and design the fix to ensure the City's flood protection system remains certified by the Army Corps of Engineers. Thelen has discovered a new method to fix the slide that will substantially

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reduce the repair costs. This process will require some additional design work and this contract approves the costs of this work, as well as the costs of the original emergency work.

COMMISSIONERS' ORDER/RESOLUTION NO. O/R-06-15

AN ORDER/RESOLUTION ACCEPTING THE PROPOSAL OF THELEN ASSOCIATES, INC. IN AN AMOUNT OF \$57,784.13 FOR GEOTECHNICAL EXPLORATION AND DESIGN SERVICES FOR STABILITY ASSESSMENT OF A PORTION OF THE LICKING RIVER LEVEE, PAYABLE FROM CAPITAL BOND FUNDS.

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

SURPLUS PROPERTY – The surplus items include vehicles from both the Department of Public Improvements and the Police Department.

COMMISSIONERS' ORDER/RESOLUTION NO. O/R-07-15

AN ORDER/RESOLUTION DECLARING CERTAIN CITY PROPERTY AS SURPLUS AND AUTHORIZING IS SALE AND TRANSFER PURSUANT TO KRS §§ 82.083 AND 45A.425.

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

ACCEPT BID – Requests for buds were advertised on December 6, 2014, and Kaffenbarger was the only bid received on December 22, 2014.

COMMISSIONERS' ORDER/RESOLUTION NO. O/R-08-15

AN ORDER/RESOLUTION ACCEPTING THE BID OF KAFFENBARGER TRUCK EQUIPMENT CO. FOR TWO DUMP BODIES WITH UNDER TAILGATE SPREADERS AND PLOWS AS THE BEST RESPONSIBLE BID AND AUTHORIZING THE MAYOR AND CITY MANAGER TO EXECUTE A CONTRACT WITH KAFFENBARGER TRUCK EQUIPMENT CO. IN AN AMOUNT NOT TO EXCEED \$59,600.00, PAYABLE FROM THE CAPITAL IMPROVEMENT FUND.

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

ACCEPT BID – Requests for bids were advertised on December 6, 2014, and Fuller Ford was the only bid received on December 22, 2014.

COMMISSIONERS' ORDER/RESOLUTION NO. O/R-09-15

AN ORDER/RESOLUTION ACCEPTING THE BID OF FULLER FORD, INC. FOR TWO FORD 2015 SUPER CAB CHASSIS, AS THE BEST RESPONSIBLE BID AND AUTHORIZING THE MAYOR AND CITY MANAGER TO EXECUTE A CONTRACT WITH FULLER FORD, INC. IN AN AMOUNT NOT TO EXCEED \$82,443.00, PAYABLE FROM THE CAPITAL IMPROVEMENT FUND.

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

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RFP WASTE MANAGEMENT SERVICES – The City's current waste management contract expires on May 1, 2015. The City is seeking competitive bids from qualified contractors for its waste and recycling collection services.

COMMISSIONERS' ORDER/RESOLUTION NO. O/R-10-15

AN ORDER/RESOLUTION APPROVING THE PUBLICATION OF
REQUEST FOR PROPOSALS FOR WASTE MANAGEMENT SERVICES.

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

CONTRACT AGREEMENT – Dr. Michael Carrell provides mediation and negotiation services through the Northern Kentucky University Alternative Dispute Resolution Center. He has provided collective bargaining negotiation services in the past. He will provide his knowledge and experience to assist City management in negotiating the Police and Fire contracts.

COMMISSIONERS' ORDER/RESOLUTION NO. O/R-11-15

AN ORDER/RESOLUTION APPROVING AN AGREEMENT WITH THE
NORTHERN KENTUCKY UNIVERSITY ALTERNATIVE DISPUTE
RESOLUTION CENTER TO RETAIN DR. MICHAEL CARRELL TO
PROVIDE COLLECTIVE BARGAINING AGREEMENT NEGOTIATION
SERVICES FOR THE CITY OF COVINGTON.

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

SETTLEMENT AGREEMENT – The City filed a lawsuit against Constance C. Wilson to obtain unpaid occupational license fees owed the City. The parties reached settlement terms in a court-ordered mediation.

COMMISSIONERS' ORDER/RESOLUTION NO. O/R-12-15

AN ORDER/RESOLUTION APPROVING A SETTLEMENT AGREEMENT
WITH CONSTANCE C. WILSON.

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

MAYOR PRO TEM

COMMISSIONERS' ORDER/RESOLUTION NO. O/R-13-15

AN ORDER/RESOLUTION APPOINTING COMMISSIONER STEVE
FRANK AS MAYOR PRO TEM OF THE CITY OF COVINGTON BOARD
OF COMMISSIONERS.

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

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CHAPLAIN

COMMISSIONERS' ORDER/RESOLUTION NO. O/R-14-15

AN ORDER/RESOLUTION APPOINTING COMMISSIONER CHUCK EILERMAN AS CHAPLAIN OF THE CITY OF COVINGTON BOARD OF COMMISSIONERS.

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

NORTHERN KENTUCKY AREA DEVELOPMENT DISTRICT BOARD

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

AN ORDER/RESOLUTION APPOINTING MAYOR SHERRY CARRAN AS THE CITY COVINGTON'S REPRESENTATIVE TO THE NORTHERN KENTUCKY AREA DEVELOPMENT DISTRICT BOARD AND COMMISSIONER JORDAN HUIZENGA AS THE ALTERNATE REPRESENTATIVE.

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

MUNICIPAL GOVERNMENT LEAGUE

COMMISSIONERS' ORDER/RESOLUTION NO. O/R-16-15

AN ORDER/RESOLUTION APPOINTING MAYOR SHERRY CARRAN AS THE CITY OF COVINGTON'S REPRESENTATIVE TO THE MUNICIPAL GOVERNMENT LEAGUE OF NORTHERN KENTUCKY AND COMMISSIONER STEVE FRANK AS THE ALTERNATE REPRESENTATIVE.

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

PLANNING AND DEVELOPMENT SERVICES COUNCIL

COMMISSIONERS' ORDER/RESOLUTION NO. O/R-17-15

AN ORDER/RESOLUTION APPOINTING COMMISSIONER BILL WELLS AS THE CITY OF COVINGTON'S REPRESENTATIVE TO THE PLANNING AND DEVELOPMENT SERVICES COUNCIL AND MAYOR SHERRY CARRAN AS THE ALTERNATE REPRESENTATIVE.

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

RIVER CITIES GOVERNMENT COALITION OF SOUTHBANK PARTNERS

COMMISSIONERS' ORDER/RESOLUTION NO. O/R-18-15

AN ORDER/RESOLUTION APPOINTING COMMISSIONER CHUCK EILERMAN AND COMMISSIONER JORDAN HUIZENGA AS THE CITY OF COVINGTON'S REPRESENTATIVES TO THE RIVER CITIES GOVERNMENT COALITION OF SOUTHBANK PARTNERS FOR A TWO-

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YEAR TERM BEGINNING JANUARY 1, 2015, AND ENDING DECEMBER 31, 2016.

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

OKI BOARD OF DIRECTORS

COMMISSIONERS' ORDER/RESOLUTION NO. O/R-19-15

AN ORDER/RESOLUTION APPOINTING MAYOR SHERRY CARRAN AS THE CITY OF COVINGTON'S REPRESENTATIVE ON THE BOARD OF DIRECTORS OF THE OHIO-KENTUCKY-INDIANA REGIONAL COUNCIL OF GOVERNMENTS, FOR A ONE-YEAR TERM, EFFECTIVE JANUARY 1, 2015 AND ENDING DECEMBER 31, 2015.

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

OKI EXECUTIVE COMMITTEE BOARD

COMMISSIONERS' ORDER/RESOLUTION NO. O/R-20-15

AN ORDER/RESOLUTION APPOINTING COMMISSIONER BILL WELLS AS THE CITY OF COVINGTON'S ALTERNATE REPRESENTATIVE TO THE OKI EXECUTIVE COMMITTEE BOARD.

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

ADJOURNMENT

MAYOR CARRAN adjourned the meeting at 7:35 p.m.

MAYOR

ATTEST:

CITY CLERK

APPROVED: _____