



**CITY OF COVINGTON, KENTUCKY
LEGISLATIVE MEETING
BOARD OF COMMISSIONERS
TUESDAY, FEBRUARY 3, 2015, 6:00 PM**

**20 WEST PIKE STREET
COVINGTON, KENTUCKY**

AGENDA

CALL TO ORDER: Mayor Sherry Carran

PRAYER AND PLEDGE OF ALLEGIANCE TO THE FLAG

ROLL CALL

Reading of Minutes of the meetings of January 20, 2015, (or motion to dispense with reading and approve minutes).

PRESENTATIONS

ITEMS FOR CONSIDERATION:

NEW BUSINESS – ORDINANCES

1. Consider Ordinance No. O-xx-15 entitled: **AN ORDINANCE REPEALING § 32.04 AND § 152.03 OF THE COVINGTON CODE OF ORDINANCES TO ELIMINATE THE LOCAL BOARD OF HOUSING, BUILDING, AND CONSTRUCTION APPEALS.** *The Local Board of Housing, Building, and Construction Appeals is a defunct City board. The appointments of all of its members have expired, and its functions are now handled by Planning and Development Services of Kenton County (PDS). This ordinance eliminates an unnecessary board from the Code of Ordinances.*

Staff Reporting: Larry Klein, City Manager

Recommendation: First Reading, No Vote

NEW BUSINESS – ORDER/RESOLUTIONS

2. Consider Order/Resolution No. O/R-xx-15 entitled: **AN ORDER/RESOLUTION ACCEPTING THE RESIGNATION FOR RETIREMENT OF PATRICIA BOH, ADMINISTRATIVE ASSISTANT FOR THE COVINGTON FIRE DEPARTMENT, EFFECTIVE JANUARY 31, 2015.** *Pat is retiring after 15 years with the City. She first worked in the Finance Department and in 2005, Pat transferred to the Fire Department as their Administrative Assistant.*

Staff Reporting: Dan Mathew, Fire Chief

Recommendation: Approve Order/Resolution

3. Consider Order/Resolution No. O/R-xx-15 entitled: **AN ORDER/RESOLUTION ACCEPTING THE RESIGNATION OF KATIE HUSHEBECK, EXECUTIVE ASSISTANT TO THE CITY MANAGER, EFFECTIVE FEBRUARY 6, 2015.**

Staff Reporting: Larry Klein, City Manager

Recommendation: Approve Order/Resolution

4. Consider Order/Resolution No. O/R-xx-15 entitled: **AN ORDER/RESOLUTION ACCEPTING THE RESIGNATION OF KIM STRATEGIER, PART-TIME CODE ENFORCEMENT INSPECTOR, EFFECTIVE FEBRUARY 2, 2015.** *Kim has done a tremendous job in this position but has accepted a full-time position and will not be able to continue working for the City.*

Staff Reporting: Mike Yeager, Community Services Director/City Engineer

Recommendation: Approve Order/Resolution

5. Consider Order/Resolution No. O/R-xx-15 entitled: **AN ORDER/RESOLUTION ACCEPTING THE RESIGNATION OF BERNARD EVANS AS A POLICE OFFICER, EFFECTIVE JANUARY 30, 2015.**

Staff Reporting: Spike Jones, Police Chief

Recommendation: Approve Order/Resolution

6. Consider Order/Resolution No. O/R-xx-15 entitled: **AN ORDER/RESOLUTION APPROVING THE EMPLOYMENT OF RICHARD G. FOX AS A PART-TIME CODE ENFORCEMENT INSPECTOR, EFFECTIVE FEBRUARY 9, 2015.** *With the resignation of Kim Strategier, there is an opening which the*

department would like to fill as soon as possible. Mr. Fox applied for this position when it was advertised and is still interested in working for the City.

Staff Reporting: Mike Yeager, Community Services Director/City Engineer

Recommendation: Approve Order/Resolution

7. Consider Order/Resolution No. O/R-xx-15 entitled: **AN ORDER/RESOLUTION APPOINTING ED FAULKNER TO THE CITY OF COVINGTON CODE ENFORCEMENT HEARING BOARD, FOR A THREE-YEAR TERM, EFFECTIVE FEBRUARY 5, 2015, AND EXPIRING FEBRUARY 4, 2018.** *Mr. Faulkner will be taking the place of Greg Manning whose term is set to expire.*

Staff Reporting: Mike Yeager, Community Services Director/City Engineer

Recommendation: Approve Order/Resolution

8. Consider Order/Resolution No. O/R-xx-15 entitled: **AN ORDER/RESOLUTION AUTHORIZING THE PUBLICATION OF A REQUEST FOR PROPOSALS (RFP) FOR PHASE II OF THE PEASELBERG BASIN PROJECT.** *Phase I of this project is now under construction and will be completed this Spring. Phase II will include the construction of a new basin at the intersection of Benton and Highland which is the ideal location because it is the low spot in the area and can collect water from a few different critical locations.*

Staff Reporting: Mike Yeager, Community Services Director/City Engineer

Recommendation: Approve Order/Resolution

9. Consider Order/Resolution No. O/R-xx-15 entitled: **AN ORDER/RESOLUTION AUTHORIZING THE MAYOR AND CITY MANAGER TO EXECUTE A MEMORANDUM OF UNDERSTANDING WITH THE COVINGTON INDEPENDENT PUBLIC SCHOOLS BOARD OF EDUCATION FOR A PARTNERSHIP FOR THE COVINGTON SUMMER YOUTH PROGRAM, AND AUTHORIZING THE EXPENDITURE OF AN AMOUNT NOT TO EXCEED \$69,000.00, WITH \$35,000.00 PAYABLE FROM THE CDBG PROGRAM ACTIVITIES FUND AND \$34,000.00 PAYABLE FROM THE GENERAL FUND.** *For the past three years, the City and CIPS have implemented a reformatted Summer Youth Program to better align with the strategic efforts of CIPS. The new format allows for each principal to host a Summer Program at their respective school site and all staffing and program planning is handled through CIPS staff. This reformatted program is a savings to the City of almost \$15,000.00.*

Staff Reporting: Natalie Gardner, Programs and Strategic Projects Manager
Recommendation: Approve Order/Resolution

10. Consider Order/Resolution No. O/R-xx-15 entitled: **AN ORDER/RESOLUTION APPROVING THE EXECUTION OF AN AGREEMENT WITH SANITATION DISTRICT NO. 1 (SD1) FOR THE MAINTENANCE OF GREEN INFRASTRUCTURE TO BE CONSTRUCTED AS PART OF THE IMPROVEMENTS TO THE GUS SHEEHAN PARK.** *As part of SD1's current permitting process, the area of the project limits for the Gus Sheehan project trigger water detention requirements. To handle this, green infrastructure was designed and included in the bid documents. In order for this to be approved by SD1, the City needs to agree to maintain these structures once they are built.*

Staff Reporting: Andy Juengling, Zoning Specialist
Recommendation: Approve Order/Resolution

11. Consider Order/Resolution No. O/R-xx-15 entitled: **AN ORDER/RESOLUTION ACCEPTING THE BID OF SOUTHEASTERN EQUIPMENT FOR ONE NEW CASE 580 N TRACTOR LOADER BACKHOE, AS THE BEST RESPONSIBLE BID, AND REJECTING ALL OTHER BIDS, AND AUTHORIZING THE MAYOR AND CITY MANAGER TO EXECUTE A CONTRACT WITH SOUTHEASTERN EQUIPMENT, IN AN AMOUNT OF \$82,500.00, PAYABLE FROM CAPITAL FUND.** *Bids were advertised for a 2011 or newer Case 580 N Tractor Loader Backhoe and two bids were received. One bid was for a used 2011 Caterpillar 416E Backhoe and one for a new 2014 Case 580N Backhoe. The new Case backhoe is governmental pricing and comes with a full manufacturer's warranty.*

Staff Reporting: Rick Davis, Director Department of Public Improvements/
Assistant City Engineer

Recommendation: Approve Order/Resolution

12. Consider Order/Resolution No. O/R-xx-15 entitled: **AN ORDER/RESOLUTION ACCEPTING THE BID OF SOUTHEASTERN EQUIPMENT FOR ONE NEW KOBELCO SKO35SR-5 COMPACT EXCAVATOR, AS THE BEST RESPONSIBLE BID, AND REJECTING ALL OTHER BIDS, AND AUTHORIZING THE MAYOR AND CITY MANAGER TO EXECUTE A CONTRACT WITH SOUTHEASTERN EQUIPMENT, IN AN AMOUNT OF \$41,400.00, PAYABLE FROM CAPITAL FUND.** *Bids were advertised for a new Kobelco SKO35SR-5 Compact Excavator on January 5 and three bids were*

received and opened on January 16, 2015. Southeastern Equipment submitted the best responsible bid.

Staff Reporting: Rick Davis, Director Department of Public Improvements/
Assistant City Engineer

Recommendation: Approve Order/Resolution

13. Consider Order/Resolution No. O/R-xx-15 entitled: **AN ORDER/RESOLUTION ACCEPTING THE BID OF SPECIALTY TRUCK REPAIR, INC. TO REMOVE, REMANUFACTURE, AND REINSTALL A DETROIT DIESEL ENGINE FOR COVINGTON LADDER TRUCK 1, ON AN EMERGENCY BASIS PURSUANT TO KRS 45A.380(1), IN AN AMOUNT OF \$33,650.00, PAYABLE FROM CAPITAL FUNDS.**

Staff Reporting: Rick Davis, Director Department of Public Improvements/
Assistant City Engineer

Recommendation: Approve Order/Resolution

14. Consider Order/Resolution No. O/R-xx-15 entitled: **AN ORDER/RESOLUTION DECLARING CERTAIN CITY PROPERTY AS SURPLUS AND AUTHORIZING THEIR SALE AND DISPOSITION PURSUANT TO KRS §§ 82.083 AND 45A.425.** *Three miscellaneous pieces of equipment are being surplused.*

Staff Reporting: Rick Davis, Director Department of Public Improvements/
Assistant City Engineer

Recommendation: Approve Order/Resolution

15. Consider Order/Resolution No. O/R-xx-15 entitled: **AN ORDER/RESOLUTION ADOPTING A CITY POLICY FOR THE PROTECTION OF PERSONAL INFORMATION, INCLUDING SECURITY AND BREACH INVESTIGATION PROCEDURES AND PRACTICES.** *The Department for Local Government has developed a Protection of Personal Information policy to provide guidance to local governments to minimize the risk of disclosing personal information and setting practical guidelines for effectively responding to security incidents. Every city is required to adopt a Protection of Personal Information policy under Kentucky House Bill 5.*

Staff Reporting: Lisa Desmarais, City Operations Director

Recommendation: Approve Order/Resolution

16. Consider Order/Resolution No. O/R-xx-15 entitled: **AN ORDER/RESOLUTION ACCEPTING THE BID OF DEBRA-KEUMPEL FOR HEATING, VENTILATION AND AIR CONDITIONING SERVICES, AS THE LOWEST EVALUATED BID PRICE, AND REJECTING ALL OTHER BIDS, AND AUTHORIZING THE MAYOR AND CITY MANAGER TO EXECUTE A CONTRACT WITH DEBRA-KEUMPEL, IN AN AMOUNT OF \$22,260.00 PER YEAR, PAYABLE FROM THE GENERAL FUND.** *Three companies responded to the City's request for proposals to consolidate HVAC services under a single vendor for the Police Department headquarters, all Fire stations, and two DPI buildings.*

Staff Reporting: Lisa Desmarais, City Operations Director

Recommendation: Approve Order/Resolution

17. Consider Order/Resolution No. O/R-xx-15 entitled: **AN ORDER/RESOLUTION ACCEPTING THE BID OF ACE EXTERMINATING COMPANY FOR PEST CONTROL SERVICES, AS THE LOWEST EVALUATED BID PRICE, AND REJECTING ALL OTHER BIDS, AND AUTHORIZING THE MAYOR AND CITY MANAGER TO EXECUTE A CONTRACT WITH ACE EXTERMINATING COMPANY, IN AN AMOUNT OF \$327.00, PER MONTH, PAYABLE FROM THE GENERAL FUND.** *The City received two bids for the consolidation of pest control services with Ace Exterminating submitting the best responsible bid.*

Staff Reporting: Lisa Desmarais, City Operations Director

Recommendation: Approve Order/Resolution

18. Consider Order/Resolution No. O/R-xx-15 entitled: **AN ORDER/RESOLUTION APPROVING A TERMINATION OF THE INTERLOCAL AGREEMENT BETWEEN KENTON COUNTY FISCAL COURT AND THE CITY OF COVINGTON TO ACQUIRE AND LEASE A SITE FOR THE DEVELOPMENT OF A REGIONAL FARMERS MARKET; AND, TO TERMINATE A CONTRACT, LEASE AND OPTION AGREEMENT BY AND BETWEEN THE CITY OF COVINGTON, KENTUCKY, DEVELOPMENT PROPERTIES CORPORATION AND THE CITY OF COVINGTON, KENTUCKY.**

Staff Reporting: Frank Warnock, Assistant City Manager/City Solicitor

Recommendation: Approve Order/Resolution

19. Consider Resolution No. R-01-15 entitled: **A RESOLUTION BY THE CITY OF COVINGTON, KENTUCKY, DEVELOPMENT PROPERTIES CORPORATION (“CORPORATION”) APPROVING THE TERMINATION OF A CONTRACT, LEASE AND OPTION AGREEMENT BY AND BETWEEN THE CORPORATION AND THE CITY OF COVINGTON, KENTUCKY.**

Staff Reporting: Frank Warnock, Assistant City Manager/City Solicitor

Recommendation: Approve Resolution

20. Ordinance - Eliminate Board of Housing, Construction & Building Appeals

21. Ordinance – Amend Chapter 116 (business incentives)

PUBLIC COMMENTS

COMMISSIONERS’ COMMENTS

CITY MANAGER’S COMMENTS

CITY SOLICITOR’S COMMENTS

MAYOR’S COMMENTS

ADJOURNMENT