MINUTES
BOARD OF COMMISSIONERS' MEETING
Tuesday, February 4, 2014 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, February 4, 2014, at 6:00 p.m., in Commission Chambers, 20 West Pike Street, Covington, Kentucky.

Mayor Carran presiding with Commissioners Chuck Eilerman, Steve Frank, Michelle Williams, City Manager Larry Klein, and City Solicitor Frank Warnock, present. Commissioner Rains was absent.

> **MOTION** of Commissioner Eilerman, seconded by Commissioner Frank to dispense with the reading of and approve the minutes of the January 21, 2014, meeting minutes.
> **Passed.** 4 Yeas. Commissioners Eilerman, Frank, Williams, and Mayor Carran.

PRESENTATIONS:

- Kristin Frech presented to the Commission Vision 2015's myNKY Community Engagement Campaign.

NEW BUSINESS – FIRST READING OF ORDINANCES

AMENDMENT CHAPTER 92 – The City's current procedure for the demolition of private structures is outdated. This ordinance will provide an updated hearing procedure. Repair/demolish orders will be issued by a code enforcement officer and can be appealable to the Code Enforcement Hearing Board.

COMMISSIONERS' ORDINANCE NO. O-02-14

AN ORDINANCE AMENDING CHAPTER 92 OF THE COVINGTON CODE OF ORDINANCES TO PROVIDE A PROCEDURE FOR ABATEMENT OF NUISANCE PROPERTY BY DEMOLITION WHEN DEMOLITION IS NECESSARY TO PROTECT THE PUBLIC HEALTH, SAFETY, AND WELFARE OR IS OTHER WISE IN THE PUBLIC INTEREST.

First Reading, No Vote

CREATION OF NEW POSITION – Finance Department Special Projects Director Darryl Strong is retiring February 28, 2014. Darryl has served as Special Projects Director responsible for the Department's financial software application and other related duties. Darryl's duties will be absorbed into the position of "Information Technology and Data Manager" that will provide City department-wide information technology and data management services in order to provide the City staff and Commission with greater data-driven decision making capabilities. This revised job position will allow a City department-wide coordination of effort and reduce some of the expenditures currently outsourced to technology vendors. Further, with the pending implementation of new financial software in the Finance Department that will provide greater internal controls, this revised job position will be a great resource to the Finance Department.

COMMISSIONERS' ORDINANCE NO. O-03-14

AN ORDINANCE AMENDING § 34.50 AND O-27-13 OF THE COVINGTON CODE OF ORDINANCES, NON-UNIFORMED, NON-CIVIL SERVICE EMPLOYEES, CREATING THE POSITION OF INFORMATION TECHNOLOGY AND DATA MANAGER AND ESTABLISHING PAY FOR THAT POSITION.

First Reading, No Vote

MAP AMENDMENT – This map amendment was initiated by a property owner based on future plans for a small farm winery and other ancillary uses. Kenton County Planning Commission heard the map amendment on January 2, 2014, and unanimously recommended approval.

COMMISSIONERS' ORDINANCE NO. O-04-14

AN ORDINANCE APPROVING A MAP AMENDMENT TO THE OFFICIAL ZONING ORDINANCE OF THE CITY OF COVINGTON, KENTUCKY (O-37-06) CHANGING AN APPROXIMATE 19.1 ACREA AREA GENERALLY LOCATED ALONG THE SOUTH SIDE OF HIGHLAND PIKE BETWEEN HANSER DRIVE AND WRIGHTS POINT DRIVE AND ALONG THE NORTH SIDE OF KUHRS LANE IN THE CITY OF COVINGTON FROM SUBURBAN RESIDENTIAL, RS-7.5 TO AGRICULTURAL, AG.

First Reading, No Vote

NEW BUSINESS – ORDER/RESOLUTIONS

EMPLOYMENT FINANCE DEPARTMENT – Ms. Cox is highly qualified and has worked in public accounting and auditing of public accounts for many years. She is very familiar with government account standards, and non-profits and school districts in Covington and Northern Kentucky. She will be a great asset to the Finance Department and the citizens of Covington.

COMMISSIONERS' ORDER/RESOLUTION NO. O/R-25-14

AN ORDER/RESOLUTION APPROVING THE EMPLOYMENT OF VICKIE L. COX, CPA AS ASSISTANT FINANCE DIRECTOR IN THE COVINGTON FINANCE DEPARTMENT, EFFECTIVE FEBRUARY 17, 2014.

MOTION of Commissioner Frank, seconded by Commissioner Eilerman.
Passed. 4 Yeas. Commissioners Eilerman, Frank, Williams, and Mayor Carran.

RETIREMENT FIRE DEPARTMENT – Captain Johnson has served the Covington Fire Department for 20 years. He has received an impressive list of certifications and letters of thanks. Captain Johnson is retiring as the Captain on Truck 7 in Latonia.

COMMISSIONERS' ORDER/RESOLUTION NO. O/R-26-14

AN ORDER/RESOLUTION ACCEPTING THE RESIGNATION FOR RETIREMENT OF CAPTAIN CHARLES JOHNSON FROM THE COVINGTON FIRE DEPARTMENT, EFFECTIVE JANUARY 31, 2014.

MOTION of Commissioner Eilerman, seconded by Commissioner Williams.
Passed. 4 Yeas. Commissioners Eilerman, Frank, Williams, and Mayor Carran.

EMPLOYMENT SECTION 8 – Ms. Mersch was previously employed for 15 years at the Toyota Manufacturing Company as an Executive Assistant to the President. She will be a tremendous asset to the Section 8 Department.

COMMISSIONERS' ORDER/RESOLUTION NO. O/R-27-14

AN ORDER/RESOLUTION APPROVING THE EMPLOYMENT OF MARY CAMILLE MERSCH AS CLERK/TYPIST I IN THE SECTION 8 DEPARTMENT, EFFECTIVE FEBRUARY 10, 2014.

MOTION of Commissioner Eilerman, seconded by Commissioner Williams.
Passed. 4 Yeas. Commissioners Eilerman, Frank, Williams, and Mayor Carran.

PARAMEDIC STATUS FIRE DEPARTMENT – In accordance with Article X1 "WAGE RATE", exception 1 of the CBA by and between the City of Covington and the Covington Professional Firefighters Local Union 38, any paramedic that has served 6.5 years and wishes to voluntarily discontinue their paramedic status may do so provided that there is a minimum of 27 paramedics remaining on the job.

COMMISSIONERS' ORDER/RESOLUTION NO. O/R-28-14

AN ORDER/RESOLUTION APPROVING THE DISCONTINUATION OF PARAMEDIC STATUS FOR PARAMEDIC/LIEUTENANT CHRIS VOGELPOHL OF THE COVINGTON FIRE DEPARTMENT, EFFECTIVE FEBRUARY 9, 2014.

MOTION of Commissioner Eilerman, seconded by Commissioner Frank.
Passed. 4 Yeas. Commissioners Eilerman, Frank, Williams, and Mayor Carran.

CHANGE IN PAY STATUS FIRE DEPARTMENT – A position within the paramedic ranks is vacant. A change in pay status for Firefighter Brian Moellinger from Grade I Firefighter to Grade I Paramedic/Firefighter would maintain 30 paramedics within the fire department. Firefighter Moellinger accepts the responsibility of the position and will enter into a probationary period for the position.

COMMISSIONERS' ORDER/RESOLUTION NO. O/R-29-14

AN ORDER/RESOLUTION APPROVING A CHANGE IN PAY STATUS FROM GRADE I FIREFIGHTER TO GRADE I PARAMEDIC/ FIREFIGHTER, FOR FIREFIGHTER BRIAN MOELLINGER, EFFECTIVE FEBRUARY 9, 2014.

MOTION of Commissioner Williams, seconded by Commissioner Frank.
Passed. 4 Yeas. Commissioners Eilerman, Frank, Williams, and Mayor Carran.

JOB DESCRIPTION – Finance Department Special Projects Director Darryl Strong is retiring in February. Darryl has served as Special Projects Director responsible for the Department's financial software application and other related duties. Darryl's duties will be absorbed into the position of "Information Technology and Data Manager" that will provide City department-wide information technology and data management services in order to provide the City staff and Commission with greater data-driven decision making capabilities. This revised job position will allow a City department-wide coordination of effort and reduce some of the expenditures currently outsourced to technology vendors. Further, with the pending implementation of new financial software in the Finance Department that will provide greater internal controls, this revised job position will be a great resource to the Finance Department.

COMMISSIONERS' ORDER/RESOLUTION NO. O/R-30-14

AN ORDER/RESOLUTION APPROVING THE JOB DESCRIPTION FOR THE POSITION OF INFORMATION TECHNOLOGY AND DATA MANAGEMENT.

MOTION of Commissioner Eilerman, seconded by Commissioner Frank.
Passed. 4 Yeas. Commissioners Eilerman, Frank, Williams, and Mayor Carran.

AUDIT COMMITTEE CHARTER – The update of the Covington Audit Committee Charter reflects the addition of an Internal Auditor to City staff and the focus of that new position as it relates to its working relationship with the Audit Committee.

COMMISSIONERS' ORDER/RESOLUTION NO. O/R-31-14

AND ORDER/RESOLUTION APPROVING AND ADOPTING THE CITY OF COVINGTON AUDIT COMMITTEE UPDATED CHARTER.

MOTION of Commissioner Eilerman, seconded by Commissioner Frank.
Passed. 4 Yeas. Commissioners Eilerman, Frank, Williams, and Mayor Carran.

ASSIGNMENT AND ASSUMPTION OF SUBLEASE – The City currently leases 108-112 West Pike Street from Pike Star, LLC and subleases the premises to UpTech Vision LLC. UpTech, Inc. officially assumed all of UpTech Vision, LLC's operations as of January 1, 2014. UpTech Vision, LLC requires the City's consent to assign the sublease for 108-112 West Pike Street to UpTech, Inc.

COMMISSIONERS' ORDER/RESOLUTION NO. O/R-32-14

AN ORDER/RESOLUTION AUTHORIZING THE MAYOR AND CITY MANAGER TO CONSENT TO AN ASSIGNMENT AND ASSUMPTION OF SUBLEASE BETWEEN UPTECH VISION, LLC AND UPTECH, INC.

MOTION of Commissioner Eilerman, seconded by Commissioner Frank.
Passed. 4 Yeas. Commissioners Eilerman, Frank, Williams, and Mayor Carran.

SURPLUS PROPERTY - The item to be surplused and sold at public auction is a 2003 Yamaha Scooter previously used in the Police Department.

COMMISSIONERS' ORDER/RESOLUTION NO. O/R-33-14

AN ORDER/RESOLUTION DECLARING CERTAIN CITY PROPERTY AS SURPLUS AND AUTHORIZING ITS SALE AND TRANSFER PURSUANT TO KRS §§ 82.082 AND 45A.425.

MOTION of Commissioner.Eilerman, seconded by Commissioner Williams.
Passed. 4 Yeas. Commissioners Eilerman, Frank, Williams, and Mayor Carran.

BID ACCEPTANCE – The Fire Department capital budget for vehicle replacement included the purchase/replacement of one ambulance and one department staff vehicle. The critical need is for ambulances and not necessarily staff vehicles. Using these budget dollars and remounting two ambulances, the department will have two like-new ambulances at a savings of approximately $100,000 over the purchase of new vehicles.

COMMISSIONERS' ORDER/RESOLUTION NO. O/R-34-14

AN ORDER/RESOLUTION ACCEPTING THE BID OF LIFESTAR RESCUE, INC. FOR THE PURCHASE OF TWO 2015 FORD F-450 CHASSIS AND FOR THE REMOUNT OF TWO FIRE DEPARTMENT AMBULANCE MODULE BODIES, IN AN AMOUNT OF $246,426.00, AS THE BEST RESPONSIBLE BID, PAYABLE FROM CAPITAL FUNDS.

MOTION of Commissioner Eilerman, seconded by Commissioner Williams.
Passed. 4 Yeas. Commissioners Eilerman, Frank, Williams, and Mayor Carran.

BRENT SPENCE BRIDGE

COMMISSIONERS' ORDER/RESOLUTION NO. O/R-35-14

AN ORDER/RESOLUTION OF THE COVINGTON CITY COMMISSION STATING THEIR OPPOSITION TO TOLLS TO FUND THE BRENT SPENCE BRIDGE PROJECT AND PUBLIC PRIVATE PARTNERSHIP FINANCING THEREOF, AND CONCERNS ABOUT OTHER ASPECTS OF THE PROJECT THAT NEGATIVELY IMPACT THE CITIZENS OF COVINGTON.

MOTION of Commissioner Frank, seconded by Commissioner Eilerman.
Passed. 3 Yeas. Commissioners Eilerman, Frank, and Williams
1 Nay. Mayor Carran

LANDOR ASSOCIATES DESIGN SERVICES – This request seeks approval for the completion of the branding project in a second Statement of Work awarded to landor in the amount of $36,000.00, to create necessary materials that will help communicate the execution of the new brand identity, including wayfinding design guidelines and business material templates. Funds apportioned to the City through the Challenge Grant have been reserved for a portion of this expense.

COMMISSIONERS' ORDER/RESOLUTION NO. O/R-36-14

AN ORDER/RESOLUTION ACCEPTING THE PROPOSAL OF LANDOR ASSOCIATES FOR WAYFINDING STYLE GUIDELINE DESIGN SERVICES AND BUSINESS COLLATERAL DEVELOPMENT SERVICES, PAYABLE FROM COMMUNITY CHALLENGE PLANNING GRANT FUNDS AS PART OF THE IMPLEMENTATION OF THE CITY CENTER ACTION PLAN, IN AN AMOUNT NOT TO EXCEED $28,000, AND FURTHER ACCEPTING THE PROPOSAL OF LANDOR ASSOCIATES FOR ANNUAL REPORT DEVELOPMENT SERVICES, PAYABLE FROM THE GENERAL FUND IN AN AMOUNT NOT TO EXCEED $8,000.00.

MOTION of Commissioner Frank, seconded by Commissioner Eilerman.
Passed. 3 Yeas. Commissioners Eilerman, Frank, and Mayor Carran.
1 Nay. Commissioner Williams.

DPAC APPOINTMENT – Mr. Dorning has been a member of the Devou Park Advisory Committee for the past three years. Per the City's Code of Ordinances, §35.49(C), members of City boards and committees must resign after filing candidacy papers for the position of Mayor or City Commissioner.

COMMISSIONERS' ORDER/RESOLUTION NO. O/R-37-14

AN ORDER/RESOLUTION ACCEPTING THE RESIGNATION OF THOMAS R. DORNING FROM THE DEVOU PARK ADVISORY COMMITTEE, EFFECTIVE FEBRUARY 3, 2014.

MOTION of Commissioner Eilerman, seconded by Commissioner Frank.
Passed. 4 Yeas. Commissioners Eilerman, Frank, Williams, and Mayor Carran.

ADJOURNMENT

MAYOR CARRAN adjourned the meeting at 7:40 p.m.

MAYOR

ATTEST:

CITY CLERK

APPROVED: 2-18-14