

MINUTES
BOARD OF COMMISSIONERS' MEETING
Tuesday, April 5, 2016 6:00 P.M.
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A **REGULAR MEETING** of the Board of Commissioners of the City of Covington, Kentucky, was opened by Mayor Carran, on Tuesday, April 5, 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 Frank Warnock, present

MOTION of Commissioner Wells, seconded by Commissioner Huizenga to dispense with the reading of and approve the minutes of the March 22, 2016, meeting.

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

PRESENTATIONS –

OLD BUSINESS – SECOND READING OF ORDINANCES

NEW POSITIONS – The Director of Finance and Operations will serve as the Chief Financial Officer and Chief Operations Officer of the City under the direction of the City Manager. The Accounts Payable Manager will oversee and maintain the records for the Accounts Payable function of the City, under the direction of the Director of Finance and Operations.

COMMISSIONERS' ORDINANCE NO. O-05-16

AN ORDINANCE AMENDING § 34.50 OF THE COVINGTON CODE OF ORDINANCES, NON-UNIFORMED, NON-CIVIL SERVICE EMPLOYEES, AND COMMISSIONERS' ORDINANCE NO. O-27-13, TO CREATE THE POSITIONS OF DIRECTOR OF FINANCE AND OPERATIONS AND ACCOUNTS PAYABLE MANAGER AND ESTABLISHING SALARIES FOR THOSE POSITIONS.

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

NEW BUSINESS – ORDER/RESOLUTIONS

A **MOTION** by Commissioner Huizenga, second by Commissioner Eilerman to read and pass the next seven Order/Resolutions by Consent Agenda. Motion carried 5-0.

EMPLOYMENT DATE CHANGE

COMMISSIONERS' ORDER/RESOLUTION NO. O/R-93-16

AN ORDER/RESOLUTION AMENDING O/R-57-16 TO CHANGE THE EFFECTIVE DATE OF EMPLOYMENT FOR ETHAN C. LIVINGOOD AND JAMES A. ENDICOTT TO APRIL 24, 2016.

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

RESIGNATION

COMMISSIONERS' ORDER/RESOLUTION NO. O/R-94-16

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AN ORDER/RESOLUTION ACCEPTING THE RESIGNATION OF CASSIE SIZEMORE AS PART-TIME FIRE/RENTAL INSPECTOR, EFFECTIVE MARCH 23, 2016.

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

APPOINTMENT

COMMISSIONERS' ORDER/RESOLUTION NO. O/R-95-16

AN ORDER/RESOLUTION APPROVING THE APPOINTMENT OF AUGUSTINE BEAR TO THE POSITION OF PART-TIME FIRE/RENTAL INSPECTOR, EFFECTIVE APRIL 6, 2016.

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

JOB DESCRIPTION

COMMISSIONERS' ORDER/RESOLUTION NO. O/R-96-16

AN ORDER/RESOLUTION APPROVING THE JOB DESCRIPTION FOR THE POSITION OF DIRECTOR OF FINANCE AND OPERATIONS IN THE ADMINISTRATION DEPARTMENT.

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

JOB DESCRIPTION

COMMISSIONERS' ORDER/RESOLUTION NO. O/R-97-16

AN ORDER/RESOLUTION APPROVING THE JOB DESCRIPTION FOR THE POSITION OF ACCOUNTS PAYABLE MANAGER IN THE FINANCE DEPARTMENT.

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

APPOINTMENT

COMMISSIONERS' ORDER/RESOLUTION NO. O/R-98-16

AN ORDER/RESOLUTION APPOINTING LISA DESMARAIS TO THE POSITION OF DIRECTOR OF FINANCE AND OPERATIONS IN THE ADMINISTRATION DEPARTMENT.

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

APPOINTMENT

COMMISSIONERS ORDER/RESOLUTION NO. O/R-99-16

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AN ORDER/RESOLUTION APPOINTING KRISTY CONNER TO THE POSITION OF ACCOUNTS PAYABLE MANAGER IN THE FINANCE DEPARTMENT.

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

JOB DESCRIPTION – This newly created position is assigned to the Police Department and will be responsible for collecting , receiving, and analyzing electronic devices in the custody of the department. The position requires advanced digital technology skills and technical record keeping.

COMMISSIONERS' ORDER/RESOLUTION NO. O/R-100-16

AN ORDER/RESOLUTION APPROVING THE JOB DESCRIPTION FOR THE POSITION OF COMPUTER FORENSIC ANALYST IN THE POLICE DEPARTMENT.

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

DEVELOPMENT AGREEMENT – R&R Resale Leasing has agreed to the terms and conditions of a proposed development agreement for the Pointe Benton neighborhood and has agreed to undertake the construction of a major retaining wall, develop single family homes and rental town homes on Pointe Benton Lane.

COMMISSIONERS' ORDER/RESOLUTION NO. O/R-101-16

AN ORDER/RESOLUTION AUTHORIZING THE MAYOR AND CITY MANAGER TO EXECUTE A DEVELOPMENT AGREEMENT WITH THE POINTE BENTON HOMEOWNERS ASSOCIATION, INC. AND R&R RESALE LEASING, LLC TO APPROVE FUTURE DEVELOPMENT OF THE POINTE BENTON NEIGHBORHOOD.

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

LICENSE AGREEMENT – ArtWorks manages and operates a program that provides for the installation of artist-designed bike racks through greater Cincinnati and Northern Kentucky. In partnership with UpTech, they have worked with a local artist to design three bike racks that will be placed near the Red Bike stations at 7th and Washington.

COMMISSIONERS' ORDER/RESOLUTION NO. O/R-102-16

AN ORDER/RESOLUTION AUTHORIZING THE MAYOR AND CITY MANAGER TO EXECUTE A NON-EXCLUSIVE REVOCABLE LICENSE AGREEMENT WITH ART OPPORTUNITIES, INC. DBA ARTWORKS CINCINNATI, GRANTING THE RIGHT TO INSTALL AND MAINTAIN THREE (3) ARTIST-DESIGNED BIKE RACKS ON CITY-OWNED RIGHT-OF-WAY LOCATED AT THE CORNER OF SEVENTH AND WASHINGTON STREETS.

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

ENGINEERING AGREEMENT – A small portion of the “West Walk” phase of Riverfront Commons will go under the Clay Wade Bailey Bridge and will be on CSX

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property. CSX requires preliminary engineering any time their property is impacted by an infrastructure project.

COMMISSIONERS' ORDER/RESOLUTION NO. O/R-103-16

AN ORDER/RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE A PRELIMINARY ENGINEERING AGREEMENT WITH CSX TRANSPORTATION, INC. FOR REVIEW AND APPROVAL OF THE WEST WALK PHASE OF RIVERFRONT COMMONS LOCATED ON CSX PROPERTY AT A COST OF \$10,560.00, PAYABLE FROM MUNICIPAL ROAD AID FUNDS.

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

MAINTENANCE CONTRACT – Several years ago, the City reached an agreement with CSX in which they would reimburse the City for costs associated with maintaining their properties. This contract will be for one year with an option to renew.

COMMISSIONERS' ORDER/RESOLUTION NO. O/R-104-16

AN ORDER/RESOLUTION AUTHORIZING THE MAYOR AND CITY MANAGER TO EXECUTE A CONTRACT AND ALL OTHER NECESSARY DOCUMENTS WITH GWC CONSTRUCTION, LLC FOR MAINTENANCE OF CSX-OWNED PROPERTY WITHIN THE CITY IN AN AMOUNT NOT TO EXCEED \$19,175.00, PAYABLE FROM GENERAL FUND TO BE REIMBURSED BY CSX.

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

CONTRACT – This is one of the initial projects included in the north Covington sidewalk strategy. The work will cover all of the trip hazards that are $\frac{3}{4}$ inch or greater and can be abated by grinding.

COMMISSIONERS' ORDER/RESOLUTION NO. O/R-105-16

AN ORDER/RESOLUTION AUTHORIZING THE MAYOR AND CITY MANAGER TO EXECUTE A CONTRACT AND ALL OTHER NECESSARY DOCUMENTS WITH PRECISION CONCRETE CUTTING OF KY, LLC FOR THE REMOVAL OF TRIP HAZARDS ON SIDEWALKS IN THE NORTHERN PART OF THE CITY, IN AN AMOUNT NOT TO EXCEED \$140,615.00, PAYABLE FROM CAPITAL BOND FUND.

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

CONTRACT – The restrooms at Randolph Park have been closed for at least five years. The work will include: reconstruction of all the plumbing, new bathroom fixtures, new ventilation, handicap rails, new lights, new doors, floor restoration, and paint.

COMMISSIONERS' ORDER/RESOLUTION NO. O/R-106-16

AN ORDER/RESOLUTION AUTHORIZING THE MAYOR AND CITY MANAGER TO EXECUTE A CONTRACT AND ALL OTHER NECESSARY DOCUMENTS WITH CENTURY CONSTRUCTION FOR THE RENOVATION OF THE EXTERIOR RESTROOMS AT RANDOLPH

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PARK, IN AN AMOUNT NOT TO EXCEED \$64,845.00, PAYABLE FROM CAPITAL BOND FUND.

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

CONTRACT – The City has been divided into three geographical areas and resurfacing occurs in one of the three areas on a three-year rotating basis. This we are focusing on Area 3 which includes Latonia and the eastern half of South Covington.

COMMISSIONERS' ORDER/RESOLUTION NO. O/R-107-16

AN ORDER/RESOLUTION AUTHORIZING THE MAYOR AND CITY MANAGER TO EXECUTE A CONTRACT AND ALL OTHER NECESSARY DOCUMENTS WITH BLUEGRASS PAVING, INC. FOR THE ANNUAL RESURFACING CONTRACT, AND REJECTING ALL OTHER BIDS, IN AN AMOUNT NOT TO EXCEED \$523,703.00, PAYABLE FROM CDBG FUND AND MUNICIPAL ROAD AID.

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

REQUEST FOR PROPOSALS

COMMISSIONERS' ORDER/RESOLUTION NO. O/R-108-16

AN ORDER/RESOLUTION APPROVING THE PUBLICATION OF A REQUEST FOR PROPOSALS FOR KITCHEN EQUIPMENT FOR THE DEVOU PARK CLUBHOUSE.

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

LICENSE AGREEMENT

COMMISSIONERS' ORDER/RESOLUTION NO. O/R-109-16

AN ORDER/RESOLUTION RATIFYING AND AFFIRMING A RIVERCENTER STREET LEVEL PLAZA MASTER LICENSE AGREEMENT WITH RIVERCENTER ENTERTAINMENT VENUES, LLC RELATED TO THE LICENSING OF CITY OF COVINGTON SPACE ON THE PLAZA IN FRONT OF THE RIVERCENTER TOWERS.

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

O/R AMENDMENT – This O/R amends the one approved by the City Commission on March 22, 2015. This O/R amends Section 3, paragraph C by deleting "...must agree to be tested..." and inserting "...must be offered testing...", as it relates to testing for Hepatitis C, Hepatitis B, HIV and pregnancy.

COMMISSIONERS' ORDER/RESOLUTION NO. O/R-110-16

AN ORDER/RESOLUTION AMENDING ORDER/RESOLUTION NO. O/R-71-16 TO REFLECT THE TERMS OF THE RESOLUTION APPROVED BY THE KENTON COUNTY FISCAL COURT RELATING TO THE OPERATION OF A SUBSTANCE ABUSE TREATMENT AND

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DISEASE PREVENTION PROGRAM ADMINISTERED BY THE
NORTHERN KENTUCKY INDEPENDENT HEALTH DEPARTMENT.

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

Mayor Carran adjourned the meeting at 7:45 p.m.

/s/ Sherry Carran
MAYOR

ATTEST:

/s/ Margaret M. Nyhan
CITY CLERK

APPROVED: April 19, 2016