

**MINUTES**  
**BOARD OF COMMISSIONERS' MEETING**  
**Tuesday, April 1, 2014 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 1, 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 Assistant City Solicitor Bryce Rhoades, present. Commissioner Rains was absent.

**MOTION** of Commissioner Eilerman, seconded by Commissioner Williams to dispense with the reading of and approve the minutes of the March 18, 2014, meeting minutes.

**Passed.** 4 Yeas. Commissioners Eilerman, Frank, Williams, and Mayor Carran.

**PRESENTATIONS:**

- Mr. Kerry Roe of Clark Schaefer Hackett did a brief presentation of the results of the Annual Audit Report for Fiscal Year 2013 performed by their firm.
- Ms. Marsha Bach of the NKY Health Department gave a brief update on Fr. Hanes Park in the Peaselburg neighborhood including plans for a new playground and a community garden.

**NEW BUSINESS – FIRST READING OF ORDINANCES**

**TRANSPARENCY POLICY** – The Mayor's Task Force to Restore Public Confidence has recommended to the Board of Commissioners the adoption of a Transparency Policy to ensure that the government of the City is transparent and accountable to its citizens for its actions.

**COMMISSIONERS' ORDINANCE NO. O-XX-14**

AN ORDINANCE ESTABLISHING A TRANSPARENCY POLICY FOR THE CITY OF COVINGTON, KENTUCKY.

First Reading, No Vote

**NEW BUSINESS – ORDER/RESOLUTIONS**

**ANNUAL AUDIT REPORT** – The Board of Commissioners was requested to accept the City's FY 2013 independent annual auditor's report, subsequent to a presentation at the Commission meeting and the City's Finance Committee meeting on March 26, 2014.

**COMMISSIONERS' ORDER/RESOLUTION NO. O/R-68-14**

AN ORDER/RESOLUTION ACCEPTING THE ANNUAL AUDIT REPORT FOR FISCAL YEAR ENDING JUNE 30, 2013, SUBMITTED CLARK SCHAEFER HACKETT.

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

**BOARD OF OVERSEERS APPOINTMENT** – Per an Interlocal Agreement between Kenton County and the City, three members are to be appointed to the Board of Overseers for the Wellness Center. Joe Shriver represents the County, Jo Ann Simpson represents the City and Mr. Cox is the representative appointed by mutual agreement of the two parties.

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**COMMISSIONERS' ORDER/RESOLUTION NO. O/R-69-14**

AN ORDER/RESOLUTION APPROVING THE APPOINTMENT OF KENTON COUNTY TREASURER ROY COX TO THE BOARD OF OVERSEERS OF THE KENTON COUNTY-COVINGTON WELLNESS CENTER EFFECTIVE IMMEDIATELY AND EXPIRING DECEMBER 31, 2017.

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

**COMPUTER UPGRADES POLICE DEPARTMENT-** Items to be purchased from the grant money include 80 licenses for Microsoft Office upgrades, portable printers for police cruisers, and a Total Station for accident reconstruction and training.

**COMMISSIONERS' ORDER/RESOLUTION NO. O/R-70-14**

AN ORDER/RESOLUTION APPROVING THE PURCHASE OF COMPUTER UPGRADES, EQUIPMENT, AND TRAINING FOR THE COVINGTON POLICE DEPARTMENT, IN A TOTAL AMOUNT OF \$33,226.80, PAYABLE FROM THE 2013 EDWARD BYRNE MEMORIAL JUSTICE ASSISTANCE GRANT.

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

**REQUEST FOR PROPOSALS** – The State Auditor's report included a finding that the City's payroll duties are not adequately segregated. City staff has determined that the most effective, most cost efficient way to implement the Auditor's recommendation is to outsource payroll services.

**COMMISSIONERS' ORDER/RESOLUTION NO. O/R-71-14**

AN ORDER/RESOLUTION AUTHORIZING THE PUBLICATION OF A REQUEST FOR PROPOSALS FOR PAYROLL SOLUTIONS AND SERVICES.

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

**SURPLUS PROPERTY** – The surplus property includes three police vehicles and one leaf machine used by the Department of Public Improvements.

**COMMISSIONERS' ORDER/RESOLUTION NO. O/R-72-14**

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

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

**CHANGE ORDER** – This change order is a result of two major items: 1) the barge rental length of time was longer than expected because the river was high and one of the marked locations was not accessible by land; and 2) actual boring depths were much deeper than anticipated because of material encountered.

**COMMISSIONERS' ORDER/RESOLUTION NO. O/R-73-14**

AN ORDER/RESOLUTION APPROVING A CHANGE ORDER IN AN AMOUNT OF \$6,360.00 TO THELEN ASSOCIATES, INC. FOR WORK ASSOCIATED WITH RIVERSIDE DRIVE AND RIVERFRONT

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COMMONS GEOTECHNICAL EXPLORATION, PAYABLE FORM BOND FUNDS.

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

**321 ORCHARD STREET** – This O/R will allow the City to facilitate the transfer of a vacant and abandoned property to another owner in a more cost efficient manner than if the City pursued the foreclosure itself and return it to a more productive use as green space for adjacent and recently redeveloped residential properties.

**COMMISSIONERS' ORDER/RESOLUTION NO. O/R-74-14**

AN ORDER/RESOLUTION AUTHORIZING AN AGREEMENT WITH THE CENTER FOR GREAT NEIGHBORHOODS OF COVINGTON (CGN) TO PAY OUTSTANDING TAXES AND FEES ON THE PROPERTY LOCATED AT 321 ORCHARD STREET, IN AN AMOUNT NOT TO EXCEED \$2,000.00 PAYABLE FROM THE GENERAL FUND, TO ENABLE CGN TO ACQUIRE 321 ORCHARD STREET FROM ITS CURRENT OWNERS.

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

**KENTUCKY INFRASTRUCTURE AUTHORITY GRANT** – SD1 is working with the City to determine the best use of this money as it relates to relieving some of the flooding that has occurred in Peaselburg and around Pointe Benton and Rays Lane. The grant can be used for land acquisition, design, and construction. The City will only be responsible for \$3,000 in administrative fees.

**COMMISSIONERS' ORDER/RESOLUTION NO. O/R-75-14**

AN ORDER/RESOLUTION ACCEPTING THE GRANT AWARDED BY THE KENTUCKY INFRASTRUCTURE AUTHORITY, APPROVING THE GRANT AGREEMENT, AUTHORIZING THE AMENDMENT OF THE BUDGET, AND AUTHORIZING THE MAYOR TO SIGN ALL RELATED DOCUMENTS.

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

**RESIGNATION POLICE DEPARTMENT**

**COMMISSIONERS' ORDER/RESOLUTION NO. O/R-76-14**

AN ORDER/RESOLUTION ACCEPTING THE RESIGNATION OF MICHELLE CARTER FROM THE COVINGTON POLICE DEPARTMENT, EFFECTIVE MARCH 22, 2014.

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

**RESIGNATION FINANCE DEPARTMENT**

**COMMISSIONERS' ORDER/RESOLUTION NO. O/R-77-14**

AN ORDER/RESOLUTION ACCEPTING THE RESIGNATION OF SHANNON WATTERS, CLERK TYPIST VI IN THE FINANCE DEPARTMENT, EFFECTIVE APRIL 30, 2014.

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

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**STATE AUDITOR'S REPORT** – The State Auditor's Examination of Certain Policies, Procedures, Controls, and Financial Activity of the city of Covington, dated February 13, 2014, required an official Management Response and Corrective Action Plan to be submitted to the State Auditor within 60 days of his final report. The Mayor's Task Force to Restore Public Confidence has reviewed the Management Response and Corrective Action Plan and is recommending that the City Commission approve it and it be submitted to the State Auditor.

**COMMISSIONERS' ORDER/RESOLUTION NO. O/R-78-14**

AN ORDER/RESOLUTION APPROVING CITY MANAGER'S RESPONSE AND CORRECTIVE ACTION PLAN TO THE KENTUCKY AUDITOR OF PUBLIC ACCOUNTS' "EXAMINATION OF CERTAIN POLICIES, PROCEDURES, CONTROLS, AND FINANCIAL ACTIVITY OF THE CITY OF COVINGTON."

**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 7:15 p.m.

/s/ Sherry Carran \_\_\_\_\_  
MAYOR

ATTEST:

/s/ Margaret Nyhan \_\_\_\_\_  
CITY CLERK

APPROVED: April 15, 2014