

**Commission Meeting  
November 7, 2018  
7:00 PM**

**City of Taylor Mill Agenda**

**CALL TO ORDER:**

**INVOCATION/PLEDGE OF ALLEGIANCE:** Comm. Frietch/Cub Scout Pack 766

**MINUTES:** -Minutes from the October 10<sup>th</sup> 2018 Commission Meeting

**GUESTS:**

**LEGISLATION:**     **-Resolution** Recognizing the Retirement of Karen Spayner  
                          **-Resolution** Recognizing the Service of Rita Hassler  
                          **-Municipal Order 72** Hiring New Admin Clerk Aimee Pulsfort  
                          **-Municipal Order 73** Promoting Ken Holstein to Sargent

**UNFINISHED BUSINESS:**           None

**NEW BUSINESS:**                    **-Surplus of City Property Municipal Order 74**  
  **-City Medical Policy for 12/1/18**

**BUILDING AND ZONING:**           Chris Schneider, PDS/Land Use Map Presentation  
  Jeanette Hodges, 1036 Robertson Rd/requesting  
  a text amendment to Zoning Code

**DEPARTMENT REPORTS:**

City Administrator	Legal Counsel
Treasurer	Fire
Engineering	Parks and Recreation
Police	Maintenance/Public Works

**SPECIAL ANNOUNCEMENTS:**

**ADJOURNMENT:**

**City of Taylor Mill  
COMMISSION MEETING  
Wednesday, November 14, 2018**

**CALL TO ORDER:**

Mayor Bell called the meeting to order at 6:59 p.m. and welcomed those in attendance. In attendance were: Mayor Bell, Commissioner Frietch, Commissioner Kreimborg, Commissioner Murray, Commissioner Peace, City Administrator Brian Haney, and City Attorney Frank Wichmann.

**INVOCATION/PLEDGE OF ALLEGIANCE:**

Commissioner Frietch led the invocation, followed by the Pledge of Allegiance led by the Cub Scout Troop 766. CAO Brian Haney explained that the Cub Scout troop's attendance was assisting them in working toward a "Build a Better World" badge.

**APPROVAL OF MINUTES:**

The minutes from the October 10, 2018 meeting were presented to the Commission for consideration. A motion was made by Commissioner Kreimborg and seconded by Commissioner Murray to accept the minutes was written. Mayor Bell called for a voice called vote. Motion passed: 5 ayes – 0 nays.

**MOTION CARRIED**

**GUESTS:** No guests addressing.

**LEGISLATION:**

**RESOLUTION recognizing Karen Spanyer**

City Attorney Wichmann read the Resolution of the City of Taylor Mill for recognition of Karen Spanyer for her service to Taylor Mill Police Department and congratulations on her retirement. A motion was made by Commissioner Peace and seconded by Commissioner Frietch to approve this resolution. Mayor Bell called for a voice called vote. Motion passed: 5 ayes – 0 nays.

**MOTION CARRIED**

**RESOLUTION congratulating Rita Hasler**

City Attorney Wichmann read the Resolution of the City of Taylor Mill for congratulations to volunteer Rita Hasler as she celebrates her retirement as a nurse after 60 years of service and many years as a volunteer for the Taylor Mill Fire Department and in other areas in the City. A motion was made by Commissioner Kreimborg and seconded by Commissioner Murray to approve this resolution. Mayor Bell called for a voice called vote. Motion passed: 5 ayes – 0 nays.

**MOTION CARRIED**

**MUNICIPAL ORDER NO. 72 for the hiring of an Administrative Assistant**

City Attorney Wichmann read an Ordinance for the City of Taylor Mill appointing, Aimee Pulsfort to fill the position of Administrative Assistant in the Police Department. The read Ordinance addressed her appointment, duties and responsibilities, compensation, and the immediate effective date of the Ordinance. A motion was made by Commissioner Kreimborg and seconded by Commissioner Frietch to approve this ordinance. A roll call vote was conducted, with the following results:

Commissioner Kreimborg – Yes  
Commissioner Peace – Yes  
Mayor Bell – Yes  
Commissioner Frietch – Yes  
Commissioner Murray – Yes

**MOTION CARRIED**

**MUNICIPAL ORDER NO. 73 for the promotion of Officer Holstein to Sergeant**

Chief Knauf referred to the Ordinance of the City of Taylor Mill Police Department, promoting Officer Ken Holstein to Sergeant. Officer Holstein was presented with a plaque by Commissioner Kreimborg in honor of his promotion, with the badge of Sergeant being pinned on by his wife. Commissioner Kreimborg commended Sergeant Holstein for his selfless service to residents of Taylor Mill. A motion was made by Commissioner Murray and seconded by Commissioner Frietch to approve this ordinance. A roll call vote was conducted, with the following results:

Commissioner Murray – Yes  
Commissioner Frietch – Yes  
Mayor Bell – Yes  
Commissioner Kreimborg – Yes  
Commissioner Peace – Yes

**MOTION CARRIED**

**UNFINISHED BUSINESS:** None

**NEW BUSINESS:**

**MUNICIPAL ORDER NO. 74 for Surplus Property**

CAO Brian Haney explained the Surplus Property Municipal Order 74, in which several pieces of unused equipment, including some old cruisers, trucks, snow blades, etc., would be deemed surplus and would be placed for sale on govdeals.com. A motion was made by Commissioner Peace and seconded by Commissioner Frietch to approve this ordinance. A roll call vote was conducted with the following results:

- Commissioner Peace – Yes
- Commissioner Frietch – Yes
- Mayor Bell – Yes
- Commissioner Murray – Yes
- Commissioner Kreimborg – Yes

**MOTION CARRIED**

**City Medical Insurance Policy for 12/01/2018**

CAO Brian Haney reported on the city medical policy. He noted that he had researched medical plans over the last several weeks and had met with employees to get their input as to what they wanted. He explained that, with Commission’s approval, he would like to drop United Healthcare coverage and offer employees a dual option this year through Humana Health Care, offering two-level plans differing in the types of benefits, both similar in cost. With this particular plan, there would be a 7 percent increase from last year’s, with adequate funds already in the budget. The policy would begin on December 1, 2018. A motion was made by Commissioner Murray and seconded by Commissioner Kreimborg to approve this plan. A roll call vote was conducted with the following results:

- Commissioner Murray – Yes
- Commissioner Kreimborg – Yes
- Mayor Bell – Yes
- Commissioner Frietch – Yes
- Commissioner Peace – Yes

**MOTION CARRIED**

## **BUILDING AND ZONING:**

**Jeanette Hodges**, a resident on 1036 Robertson Road, requested a text amendment to the zoning code to help solve a problem with her driveway. She noted that she had shared a common gravel driveway with her neighbor for the past 23 years, but that when she put her house up for sale, it was discovered that the agreement with her neighbor had been a license agreement, rather than an easement agreement. She stated that she was unable to get her neighbor to provide the easement agreement, which would require her to build a completely new paved driveway, a prohibitive cost since her husband is now in a long-term medical care facility. She met with the Board of Adjustments where she was encouraged to present her problem before the Commission. She had asked to extend the gravel driveway on her land, but it was denied because of the zoning ordinance requiring hard surface. She explained that the common area is shared by three residents' homes, each with almost four acres of land and long driveways and that her home is not in a subdivision.

Mrs. Hodges presented a map of her house showing the driveway, stem and that of her neighbors, as well as letters of support from other neighbors sharing the common area. She explained that, without a zoning amendment, however, the one neighbor would not write an easement agreement, which in turn had already cost her the sale of her house to a buyer concerned about this situation.

Mrs. Hodges further presented her research with other close, small cities regarding long, gravel driveways. She and Commission members had an extensive discussion as to particular details of her present driveway apron, the direction of the proposed gravel section which would lead toward the wooded area of her land, and the width and length of her current driveway and proposed extension.

CAO Brian Haney noted that PDS is helping cities write a new Z-21 model zoning ordinance and that long driveways is one of the topics discussed at one those meetings. Mrs. Hodges' request is in compliance with the upcoming Z-21 amendments, but that this would request would need to be approved prior to its issue.

It would be necessary for Mrs. Hodges to apply to the Planning Commission to determine their recommendation, but that it would need to come through the Commission.

A motion was made by Commissioner Frietch and seconded by Commissioner Peace to request Brian Haney to complete the application process to the Planning Commission for on behalf of Mrs. Hodges, with her assuming the cost of the \$215 for application. A roll call vote was conducted with the following results:

Commissioner Frietch – Yes  
Commissioner Peace – Yes  
Mayor Bell – Yes  
Commissioner Kreimborg – Yes  
Commissioner Murray – Yes

**MOTION CARRIED**

## **PDS Land Use Map Presentation**

PDS Principal Planner, Chris Schneider presented the PDS Land Use Map of Kenton County for future use of the City of Taylor Mill. He noted that they are looking at recommendations from the city regarding long-term land for the future of the City of Taylor Mill. He noted that he had held four meetings; meeting with two commissioners at a time to discuss areas of the city that need to be updated to reflect the city's intent for future use.

One area of discussion was along the Licking River that is currently zoned industrial. Another pocket is currently identified as mixed use. Part of the process that PDS is going through with these updates is the comprehensive plan requires mixed use to be identified as three or more uses within that area. Currently, that is not defined within any of the cities. PDS is working on defining what three or more of those land uses might be for the city. This area is already identified as mixed use. The mixed-use definition requires three or more uses within that area, residential, commercial and office. Lastly, there is a section currently identified as a small area study in which the proposal is to take the recommended land uses from that study and incorporating it into the recommended mixed use. There was agreement with this from all of the Commissioners to move forward and adopt these recommendations.

Within the small area study, commercial and office were identified; however, residential was not a component included in area 5 of the 2006 Small Area Study. Because there are already residences in this area, it would be appropriate to include residential as part of this zoning.

Another issue was along Taylor Mill Road where there are a number of churches, which are currently under residential identification. It was agreed that this would remain the same.

Mr. Schneider noted that these changes would be digitized into map system and that the residents of the eight cities would be invited to a public open house in January to explain changes and receive their comments. The goal is to submit this to Planning Commission at their March Meeting.

## **OTHER BUSINESS:**

### **Proclamation honoring the achievement of the Scott High School Girls Cross Country Team**

Mayor Bell presented a Proclamation that he had delivered at a pep rally, honoring Scott High School Girls' Cross-Country Team for winning the State 2A Division Championship. Commissioner Kreimborg read the names of the team members and coach and congratulated them.

A motion was made by Commissioner Kreimborg and seconded by Commissioner Murray to accept this proclamation. A roll call vote was conducted, with the following results:

Commissioner Kreimborg – Yes

Commissioner Murray – Yes

Mayor Bell – Yes

Commissioner Frietch – Yes

Commissioner Peace – Yes

**MOTION CARRIED**

## DEPARTMENT REPORTS:

- **CITY ADMINISTRATOR:** Brian Haney stated that he had nothing new to report, except that Matt Martin would be added to December's agenda for his appointment to the Planning Commission.

- **ENGINEERING:** City Engineer, Robert Seitzinger, noted that the program on Church Street to Sunset Drive had been completed and that the other section between Church Street and Winston Avenue would be completed in the Spring. The section on the other side of Sunset Drive was put on hold because of the contractor's inability to complete the job they had been on because of difficulty posed by the weather. He apologized to homeowners for its incompleteness and the rough condition at the current moment, but that it was recommended that it be postponed until Spring, rather than have contractors dig up the area and have to leave it open because of bad weather.

Mr. Seitzinger noted that the sanitary sewer project on Church Street between Winston and Faye Drive will advertise on November 20<sup>th</sup>. Construction is anticipated to take place between January and March, with paving following in mid-April or the first part of May for resurfacing, depending upon the weather in April. The weather plays a role in determining when the asphalt plants reopen.

In regards to the Keavy Drive dam, the Geotechnical Report has been completed and SD1 has submitted that Geotechnical Report to us. CT Consultants is analyzing the report to determine how to proceed with it. He noted that after that time, it will be submitted to the City, first to CAO Brian Haney who will look at it with the budget in mind and then present it to the Commission.

Mr. Seitzinger was asked about sidewalk money and he reported that the sidewalk money will be de-obligated and that the City will have to request that it be re-obligated in December-January. He explained that the temperature must be at a certain level. He and the Commission discussed the phases and dates of the project, as well as bids/costs, funding, etc. that had been determined and that was still available. Mayor Bell reported that he had contacted OKI regarding funding which would require the City to match 20 percent and that will help Robert Seitzinger with the application.

Mr. Seitzinger was asked for an update on the slippage on Reidlin Road. He explained that the design on the road is currently being worked on and that a survey would need to be done and that it was necessary for them to wait until the leaves had fallen and; unfortunately, it will require us to get down into the wooded area with a bush hog to clear out some of the underbrush to get it surveyed. In the interim, he noted that a temporary measure may need to be implemented and that he had spoken with Marc Roden.

- **POLICE:** Commissioner Kreimborg reported that cruisers are up and are about ready to go by December. Chief Knauf expressed his appreciation to Sandy Meyer, who had come back to the City to help out during the employee position vacancies.

- **LEGAL REPORT:** – None

- **FIRE:** Commissioner Murray reported stats for the month of November. Murray stated the Fire Department had seventy-eight (78) total calls for service in November, with fifty-four (54) EMS calls and twenty-four (24) Fire Department calls.

Fire Department Chief noted that during the Fire Prevention Month of October, they had conducted ten inspections, two re-inspections with zero violations. In city construction review, they did the final sign-off for building three of the Farm Apartments, which are completely occupied now. He noted that they also have letters of intent for 80 percent of building two. Scott High School is progressing and now has walls and stairs.

With fire prevention month, the Chief noted that they have spent time educating in schools and daycares teaching fire prevention.

There were 43 training classes with 111 hours, including completion of Chief Stagers 16 hours of Fire Investigation Course.

Also competed in the county-wide MCI Drill on 10/4/18 at Fort Mitchell.

The roof repair was completed on 10/31/18.

The Chief noted that he was honored to speak at Roger Bacon High School in Cincinnati for a Veteran's Breakfast.

November Safety challenge is change batteries in smoke detectors and CO detectors and offered assistance if needed. Twitter and Facebook pages offer nine do's and don'ts regarding using portable space heaters in homes. Also, the safety tip of the month is to get flu shot and stock up on antibacterial hand soap.

Brian Lynch completed his Fire Instructor 1 Class. Also wanted to express his appreciation to Mark and the Maintenance crew for coming in and repairing the furnace.

- **PARKS AND RECREATION:** Commissioner Freitch reported on upcoming Tree Lighting on November 25<sup>th</sup> between 4pm-6pm Kristy Webb further reported that Taylor Mill Elementary would be singing, Santa would present, petting zoo.

Santa's mailbox would be available for children to deposit letters. December 8<sup>th</sup> is Santa's neighborhood visit. Kristy expressed her appreciation to all volunteers for helping to make this a success.

Details on Tree Lighting Ceremony on Sunday following Thanksgiving, November 25<sup>th</sup> are coming together for the biggest event of winter.

- **MAINTENANCE:** Commissioner Peace stated that Mark Roden had been out clearing trees with a backhoe. Mark further reported that they had picked up 20 deer since January 1<sup>st</sup> and cautioned people for them and for the forecast of ice, noting and that they the trucks will be out given the predicted ice coming in.



- **TREASURER:** Terri Stahl reported that tax bills had been sent out in mid-October to about 2,600 residents for \$2.4 million dollars. She stated that, during October, \$110,000 had been collected and \$121,000 for insurance fees. Mayor Bell cautioned people not to place payment in the box after Friday, December 31<sup>st</sup> because they would receive a late fee.


**ADJOURNMENT:**


A Happy Thanksgiving was wished to everyone, and a motion was made by Commissioner Murray and was seconded by Commissioner Kreimborg to adjourn the meeting. All Commissioners were in favor.

**MOTION CARRIED**

The meeting adjourned at 8:23 p.m.

The next Commission Meeting will be Wednesday, January 6, 2018, at 7:00 p.m.

  
\_\_\_\_\_  
Mayor Daniel L. Bell

ATTEST:   
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DATE: 12/12/18