

City of Crescent Springs
Regular Council Meeting Minutes
January 13, 2020 - 7:00 pm

The regular meeting of the Crescent Springs City Council was called to order by Mayor Lou Hartfiel at 7:00pm.

Roll call showed the following council members present – Patrick Hackett, Bob Mueller and Vince Albanese, Joel McMonigle, Christie Arlinghaus and Chad Longbons. Also present were City Clerk April Robinson, Public Works Director Dewey Krohman, City Administrator Mike Daly and City Attorney Mike Baker.

APPROVAL OF MINUTES

Christie Arlinghaus made a motion to approve the minutes of the **December 9, 2019 Council Meeting**. Vince Albanese seconded the motion.

All were in favor. **Motion passed.**

FIRE AUTHORITY REPORT

The year-end report was distributed to council. Fire Chief Jeff Wendt reported the following:

- 1411 Emergency responses (fire). This is up 5 from last year.
- \$363,950 in property loss; national average for a comparable department is \$476,000. Fire loss is down considerably from last year due to the loss of a million dollar home.
- There were 263 fire calls for Crescent Springs, 270 for Villa Hills and 17 calls for unincorporated Kenton County.
- The department's ISO rating went to a class II. Less than four percent of fire departments in the country are a class II or better.
- There were 347 Ambulance calls for the City of Crescent Springs and 541 for Villa Hills. 22 calls were made to unincorporated Kenton County and 17 to Bromley.
- Narcan use for Crescent Springs was fifty-nine percent, Villa Hills thirteen percent and Bromley nine percent. Crescent Spring's numbers are high due to the traffic from I71/I75.

Patrick Hackett asked if the addition of two paid staff members last year will be a trend. Will more paid staff be hired? Chief Wendt explained that the additional paid employees were to staff the second ambulance. The second ambulance was purchased due to the increase of apartments and other housing. Due to the size of the cities, and the fact that they are pretty much built out, a third squad will not be needed. Patrick Hackett asked if any more people will be needed. Chief Wendt stated that the Crescent-Villa Fire Authority is an exception for our area. They have no full time employees, pay no benefits, have no pension costs and have lots of volunteers.

Patrick Hackett asked about the staffing for the second ambulance. Chief Wendt said that the ambulance is staffed with two EMT's and two paramedics. He went on to say that these employees are cross trained so that they are also fire fighters.

Patrick Hackett asked if Ludlow was going to be able to cover Bromley. Chief Wendt said that Ludlow is already covering Bromley. Chief Wendt had signed an emergency certificate of need which implies the Crescent-Villa Fire Authority has no interest in covering Bromley. The state took action on this certificate and Ludlow took over servicing Bromley. Vince Albanese asked

what the state took action on. Chief Wendt explained that the Crescent Villa Fire Authority held the ambulance license and Certificate of Need for Bromley. The state has now granted the license to Ludlow allowing them to service Bromley.

Bob Mueller mentioned that the ISO rating for the department requires a lot of training. Chief Wendt added that the ladder truck that was purchased years ago is one item that helps the ISO rating. A ladder is required within five miles of every three story building. Replacing fire hydrants is also a part of the ISO rating.

POLICE REPORT

The police report was distributed to council. Sergeant Matt Hall presented the following:

- There were 16344 total calls for service during the year. This does not include officer initiated calls
- The department has a 98.1% closure rate for cases
- Total crimes 259
- Citations 1309
- Accidents 291, 31 were injury accidents with a total of 39 injuries
- Buttermilk is the highest accident area with 137
- Courtesy Notices 1119
- The K-9 received his certification on June of 2019. He has assisted the department seventy-five times in the past six months. The K-9 is being utilized three or four times a month outside of the city. The K-9 has accounted for twenty-six felonies during the past six months.
- Total hours of training for the year was 1337. This includes monthly KLC videos.
- The department has received the AAA Platinum Safety Award. This is the third year in a row for receiving this award.
- The annual Shop with a Cop and Fireman was held at Walmart in Fort Wright. Thirteen children were able to go Christmas shopping.
- Officers DeWayne and Bolton both received the 2019 DUI Enforcement Award.
- The Cram the Cruiser event was a success. This was a joint event with the Villa Hills and Fort Mitchell Police Departments. Three hours were spent at Kroger in Fort Mitchell and three hours at Remke's Market in Crescent Springs collecting donations. Two garages were full of donated items. Sgt. Hall thanked the residents who contributed to help the Madonna House and River Ridge Elementary.
- The department is currently getting ready for state accreditation. Accreditation takes place every four years.

Patrick Hackett asked if there was any plan on placing a Safety Officer at Villa Madonna School since one had been placed at River Ridge. Sgt. Hall responded that there is a shared cost between the agency and a school. Villa Madonna is a parochial school. The offer has been extended to the parochial schools so it would be up to them whether or not they decide to use the service.

Patrick Hackett asked Sgt. Hall if the department still had a vehicle lease program. Sgt. Hall responded that the five cars that were purchased were for use in Crescent Springs. Typically a vehicle is replaced after ten years or 100,000 miles.

CITY AUDIT PRESENTATION

Jim Sparrow with Rankin & Rankin presented council with the 2018-2019 city audit.

Mr. Sparrow discussed the audit report for fiscal year ending June 30, 2019 with Council. He directed Council to page one of the report being the “*Independent Auditor’s Report*”. He stated the following from this report listed on page one.

- We have audited the accompanying financial statements of the governmental activities as of and for the year ended June 30, 2019.
- Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America.
- Our responsibility is to express opinions on these financial statements based on our audit.
- We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Mr. Sparrow then read the *Opinions* paragraph on page three which is a continuation of the same report.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, each major fund and the aggregate remaining fund information of the City of Crescent Springs, Kentucky, as of June 30, 2019, and the respective changes in financial position, and, where applicable, cash flows thereof for the year then ended in conformity with accounting principles generally accepted in the United States of America.

Mr. Sparrow stated, “This is an unqualified opinion which means there are no qualifications or exceptions to our opinion on your financial statements. It is the highest level of opinion that a CPA firm renders on financial statements.”

Page 5 shows financial highlights for the city.

- The City's cash balances increased \$398,811 compared to the prior year and the total fund balances increased \$386,623.
- Intergovernmental Revenues increased by \$90,255 and miscellaneous income increased by \$199,972 which included loan proceeds of \$142,007.
- Overall expenditures decreased \$110,232, spread over all departments with the largest decrease in police contract services.

Page 8 gives a comparison of the last two fiscal years.

- Total revenues for fiscal year ending 2018 were \$2,740,981
- Total revenues for fiscal year ending 2019 were \$2,921,397
This reflects an increase in revenue of \$180,416. The “miscellaneous” category increased the most due to loan proceeds of \$140,000 to purchase a dump truck. Licenses and permits decreased \$138,594 from 2018. This is due to an extraordinary amount received from life insurance policies in 2018.
- Total expenditures for fiscal year ending 2018 were \$2,645,006
- Total expenditures for fiscal year ending 2019 were \$2,534,774
This is a decrease of \$110,232 from the prior year. There was a \$410,168 decrease in Safety Services due to a new police contract and an increase in Public Works/capital outlay due to the number of streets that were repaired in 2019.

Page 9 discusses the Capital Assets

- Capital Assets increased \$331,386 due to the street projects and purchases of equipment and a vehicle for public works.

- The City at the end of 6/30/2019 had \$142,000 in outstanding debt payable compared to \$34,816 last year. The debt was for the purchase of a dump truck for public works. Pages 13 & 14 are traditional government financial statements that do not include fixed assets and long term debt.

Page 13

- Cash is \$2,076,926
- Total Assets were \$2,434,487 with total liabilities of \$29,175.
- The fund balance was \$2,396,490.

Page 14

- Total revenues were \$2,921,397
- Total expenditures were \$2,534,774
- There was an excess of revenues over expenditures of \$386,623
- Fund balance ending 2018-2019 was \$2,396,490

Mr. Sparrow stated the city had a good year from a fiscal standpoint. The city operated within the budget and revenues were more than the expenditures.

PUBLIC WORKS REPORT

Public Works Director Dewey Krohman reported the following:

- Christmas decorations have been taken down and put away
- The restrooms and the park have been winterized and closed
- The department is keeping the drains/catch basins clear
- Christmas trees will be recycled until January 15th. (Residence can take them to the park and ride on Anderson @ Eubanks.) The trees will be mulched for use on the trails in the park.
- All of the trucks, equipment and salt are in good shape
- Mr. Krohman will contact Contract Sweepers to arrange street cleaning

CITY ADMINISTRATOR

The City Administrators report was distributed. See attached.

Buttermilk Pike LED lighting

Mr. Daly had a meeting on December 17th with District 6 State Highway Department and DUKE Energy officials. DUKE Energy is in need of lighting permits from the state in order to move forward. District 6 was able to give Duke Energy information that will enable them to move forward with the city's requested project. It is anticipated that the project will begin in May 2020. Council previously approved the use of DUKE Energy franchise fee revenue for this project. Dewey Krohman asked if the light poles were all going to be replaced. Mr. Daly responded that they were. Mr. Krohman asked that the public works department be informed before the work takes place in order to remove the city's banners from the poles.

Meadow Wood Condo Project

Mr. Daly stated that he and Mayor Hartfiel met with Mr. Berling on January 9th to review the final plans for the project. He noted that the entrance to the condos will be from Woodhill Court. The plans will be submitted to PDS and if everything goes smoothly the area could be cleared for construction as early as May 2020. Phase I includes three buildings and 176 units. Pricing will be from \$130,000 to \$275,000. Patrick Hackett stated that the revenue stream for the project is thirty million dollars with sixty-five thousand projected for new taxes.

City moving to Heritage Bank

Mr. Daly informed council that the city will be moving from BB&T Bank to Heritage Bank. The transition will take around two to three months.

Beechwood Road Sidewalk Project

Crescent Springs and Fort Mitchell applied for a sidewalk grant in 2018 and were denied. The grant was not pursued in 2019 due to an issue with a hillside in the area and more information is needed from an engineer. The cities have decided to put the project on hold and possible look at it at a later date.

Mr. Daly stated he would be attending a meeting in Frankfort, with other Kenton County City Administrators, on January 22nd. They will be meeting with local legislators and discussing current and future topics that will be taking place for Northern Kentucky cities.

MAYOR’S REPORT

No report.

OLD BUSINESS

Christie Arlinghaus informed council that the updating of the personnel policy manual is almost complete. KLC sent a newsletter email of new policy changes. The city policies need to be reviewed to make sure we are in compliance.

NEW BUSINESS

Attorney Mike Baker conducted the **reading of MUNICIPAL ORDER 2020-1 APPOINTING CHRISTIE ARLINGHAUS TO THE FINANCE COMMITTEE**

Patrick Hackett made a motion to approve **MUNICIPAL ORDER 2020-1**. Vince Albanese seconded the motion. **Roll call vote was taken.**

Patrick Hackett	Yes	Chad Longbons	Yes
Christie Arlinghaus	Abstained	Vince Albanese	Yes
Bob Mueller	Yes	Joel McMonigle	Yes

Christie Arlinghaus abstained from voting due to her name being on the order.

Motion passed 5-0.

Attorney Mike Baker conducted the **second reading of ORDINANCE 2019-12 AMENDING THE TEXT OF THE CRESCENT SPRINGS ZONING ORDINANCE REGARDING THE MLU-2 AND MC ZONES TO ALLOW NUTRITIONAL OR HERBAL SUPPLEMENTAL SALES AS A PERMITTED USE AND ALLOWING INDIVIDUAL BUSINESSES WITHIN A SHOPPING COMPLEX WITHIN THE NSC AND MC ZONES TO EACH HAVE A WALL SIGN**

Vince Albanese made a motion to approve **ORDINANCE 2019-12**. Christie Arlinghaus seconded the motion. All were in favor. **Motion passed.**

Attorney Mike Baker conducted the **second reading of ORDINANCE 2019-13 AMENDING THE CITY’S TAX ORDINANCES TO AMEND THE DUE DATE FOR THE**

PAYMENT OF TAXES AND TO CLARIFY THE AMOUNTS TO BE PAID FOR DELINQUENT TAXES

Patrick Hackett made a motion to approve **ORDINANCE 2019-13**. Vince Albanese seconded the motion. All were in favor. **Motion passed.**

Carol McGowan of 2264 Edenderry Drive addressed council. She asked if the Meadow Wood Condos streets would be public or private. It was confirmed that the streets would be built to city specifications but would remain private. The city will not maintain them.

COMMENTS

1/15 Finance Committee
1/22 Economic Development
1/27 Caucus Meeting


ADJOURNMENT

Vince Albanese made a motion to adjourn. Chad Longbons seconded the motion. All were in favor. **Motion passed.** The meeting was adjourned at 8:02pm.

ATTESTED BY:



April C. Robinson, Clerk/Treasurer



Lou Hartfiel, Mayor

Approved: February 10, 2020