

At 6:30 p.m. Mayor Jobe was absent.

Smith moves to open the meeting. Kendall seconds. Roll call: all aye. The motion carried.

Wartman moves that Smith preside over the meeting. Kienker seconds. Roll call: all aye. The motion carried.

The regular meeting of the Bromley Council began at 6:33 p.m. with a pledge to the flag.

Officers answering to roll call: Mike Kendall, Larry Hamant, Nancy Kienker, Mike Denham, Tim Wartman and Gail Smith. Mayor Jobe is absent

Smith read the Mayor's resignation, effective on today's date. Denham moves to accept this resignation. Hamant seconds. Roll call: all aye. The motion carried.

Per the Attorney, the Mayor's seat cannot be filled until the next regular meeting or unless a special meeting is scheduled to fill the seat. If the vacant seat is not filled within thirty days of the next scheduled meeting or the special meeting the Governor will fill the vacancy.

A special meeting is scheduled for Wednesday, October 11, 2017, 6:00 p.m. to fill the seat vacated by Mayor Jobe. The media will be notified.

### **MINUTES**

Denham moves to accept the September minutes and the minutes from the special meeting from last month. Kendall seconds. Roll call: all aye. The motion carried.

### **BUILDING INSPECTOR REPORT**

Smith deviated from the regular order of business to discuss the part-time Building and Zoning Administrator position (due to the resignation of Joe Schutzman).

Ed McNamara, a Level Two Building and Zoning Administrator, is interested in this position. He worked for eleven years in this capacity for the City of Covington. He is qualified to handle any and/or all of the requirements that were performed by our former Building Inspector.

A software system is used by Mr. McNamara to keep all paperwork up to date. While out in the field he will handwrite information regarding violations, transfer data to his computer, print his report and send out copies.

Mr. McNamara informed Kienker that his pursuit of a full-time position would not interfere with his position as our part-time Building Administrator. He will take time to make and answer phone calls, speak with contractors, etc. for Bromley.

Mr. McNamara would address zoning issues for Route 8 which will be presented to PDS but, ultimately, final zoning decisions would be made by the City.

Kienker informed Mr. McNamara that a "non-conforming use permit" was recently issued to a new business in the City, which, per McNamara, was no problem. He stated that sometimes a Board of Adjustment meeting is required in regards to zoning matters.

McNamara stated that, if a violation is brought before the Code Enforcement Board (CEB), a recommendation by this Board would be made, but, the ultimate decision is made by the City and, per the Attorney, the City abides by all zoning ordinance requirements.

An executive session of Council will be held at the end of this regular meeting to discuss the position of Building and Zoning Administrator. Mr. McNamara informed Council that, if hired, he can begin working immediately.

### **CITIZEN REPORT**

Mr. John Cherry, 223 Boone, is here to discuss parking issues. He has had vehicles parking so closely to his vehicle that their bumper is under his bumper and he has photos to prove this. When he addresses the matter with the other party he is laughed at and it is done again. Officer Grigson has reviewed parking ordinances and found nothing regarding required spacing between vehicles.

Kendall can attest to the nearness of the vehicles as he actually watched a person directing the operator of one vehicle backwards up to the other vehicle.

Sharon Cooper was the other party involved in the complaint made by Mr. Cherry. She is present and has stated that the Mayor has been harassing her about her handicapped parking space. She was informed that the Mayor has resigned so there should be no further occurrence.

Ms. Cooper complained about no parking places being available due to other residents owning eight vehicles (cars, motorcycles, trucks).

Park Hills Police (PHP) Chief Stanley informed Ms. Cooper to contact his department when she has issues instead of arguing with other neighbors (Chief Stanley had to break up several arguments during this discussion).

Mr. Cherry stated that he has been threatened by his neighbors as well and there being other issues that are taking place at the neighbor's property. Mr. Cherry stated that Ms. Cooper is not being honest and he cannot stay and listen to any more lies (he and his wife left the meeting at this time).

Kendall agrees that there is a parking issue. He has seen one vehicle butted up against another and done on purpose. He asks that Council be given a chance to determine what can be done to solve this problem and he asks that citizens help by not antagonizing their neighbors.

Marco Sansone asks if a trash bin can be placed on Oak Street by the bus stop. Denham and Bob France, Public Works, will pursue this matter.

Mr. Tate, owner of 217 Boone, is here in regards to a citation that he received in July pertaining to liens on this property. He stated that he had come into compliance and feels that liens (\$3,000) should be removed. The Attorney suggests that the new Building Inspector be permitted to inspect the property and, after this is done, he and Council can determine if the lien will be forgiven. In the meantime, Mr. Tate will be issued a rental license, which can be revoked if the property is not found to be in compliance. Mr. Tate was informed by the Attorney that these issues must go through the Building Inspector and the CEB, not the Mayor. The Attorney informed Mr. Tate that the citation explains what needs to be done in order to comply.

The Attorney is trying to obtain records from Joe Schutzman in regards to an invoice.

### **POLICE REPORT**

This report is available in the office for review.

The report regarding the guardrail has been found. Insurance matters can now be pursued.

Chief Stanley stated that any City can set up rules regarding space between parked vehicles as well as limiting the number of vehicles that a person can park on the street. He suggests that a Board be set up

to discuss these matters. He also stated that his department would look into the number of vehicles one person is permitted to park on the streets.

Chief Stanley stated that company vehicles from outside of the State are required to obtain registration from the State in which they are parking the business vehicle, regardless of the fact that the vehicle may be leased or belong to a company.

Chief Stanley will check to see why Bromley is not receiving copies of issued citations. He logs all citations and their locations. He will provide this information to Council.

Chief Stanley informed Ms. Cooper to call Kenton County Dispatch if someone without a handicapped sticker is parking in the spot that she uses (the spot can be used by someone other than herself if they also have a handicapped sticker. It is not her private parking spot).

Kendall told Ms. Cooper that her sticker was in another vehicle parked in the handicapped spot at one point. He will research other ordinances to see how parking matters are being pursued.

Smith stated that Council's concern is with the parking issue, not fights between neighbors.

#### **FIRE DEPARTMENT REPORT**

This report is available in the office for review.

Kendall suggests that the fire department do some maintenance on their park building as it is beginning to look shabby. This will be pursued.

The State is still working with the fire department to get the license issues resolved.

Mr. Tate asks if the fire department was going to have a street fair again. Terry Keller stated that it is difficult to obtain ride contracts for the time frame required as well as the issue of excessive costs involved to pay for the rides. Insurance rates are also very high. They have discussed having just a fish fry only, but, at this time, they are not having a street fair.

#### **HALL COMMITTEE REPORT**

Hamant asks if the City would consider opening up hall rentals to non-residents. Smith stated that parking was one issue. The hall is rented free of charge to residents (other than cleanup fees) as a courtesy to tax payers. There would be a lot of liability issues if this were done. Kendall agrees.

Hamant will pursue the matter of purchasing three new chairs for the Council chambers at a cost of \$500. He will need to obtain a purchase order from the office and a tax exempt form.

#### **ROAD AND LIGHT REPORT**

Denham and France are working on finding a contractor to do some blacktop patch work. This has been difficult. Bledsoe has agreed to get down here when his schedule permits. The City of Ludlow hires someone to do their blacktop patching. France has marked all spots and obtained square footage for all locations that need repair work.

Curbs need to be replaced at the 214 Pleasant location as well as the Woods' property. Bledsoe's cost is \$15.00 per running foot.

Duke Energy is to, eventually, schedule the park garage for electric hookup. We are not a priority as the location is not a residence.

France reports that the street sweeper is being used and does a wonderful job. France has made a makeshift funnel which is being used to dump debris from the sweeper into trash cans. Steidle is making a funnel for the City for this purpose. Hamant suggests the City put a dumpster in the empty lot by the park garage with a ramp for dumping purposes and enclose and lock the dumpster location so that it cannot be used by others. Terry Keller suggests a privacy fence instead of a chain link fence.

Dave Radford stated that the City of Dayton has a public work's truck that was provided to our City in the past to assist with work projects. It is teamed by prisoners and our City can provide their lunch. Mr. Radford also informed France that he has a compost area on his lot located at Pleasant and Boone which the City can use until their dumping situation is resolved.

Smith reports that the signs put up by France and the curb painting have made a huge difference in resolving problems with the school bus issue in regards to turning from one street into another. As the signs are doing the job, a towing ordinance regarding this matter will not be pursued at this time.

#### **ATTORNEY REPORT**

The Attorney read Ordinance 9-1-17 for the second time. This is a summary ordinance establishing a CEB. Kendall moves to accept this reading. Denham seconds. Roll call: all aye. The motion carried. The Attorney has reviewed the closing of a 146 foot section of Rohman Avenue at Moore Street. This closing would involve several property owners. The Attorney will pursue this matter by checking with PVA on the ownership of the properties involved.

Mr. Tucker, Short Street, has provided paperwork regarding the reduction or removal of the lien on his property. Smith moves to forgive the lien. Kienker seconds. Roll call: all aye. The motion carried. The Attorney will notify Mr. Tucker. Any fees for paperwork involved will be done at the expense of Mr. Tucker.

Smith informed Council that the City has been billed, by the County, for two 911 fees at a cost of \$530 and \$435 (Kenton County tax bills). She suggests that we may want to consider merging the 231 Pike property with the ball park property to avoid paying this fee. She contacted the County Administrator, Joe Shriver, who suggested she appeal the matter. Our Attorney will pursue this matter.

#### **MAYOR REPORT**

Kendall stated that there is someone interested in purchasing our bobcat.

A "thank you" sign to the Home Builder's Association was put up on the park garage building.

Smith states that, with the resignation of the Mayor, the City will need to obtain all password information for Wifi, cameras, etc. that we do not currently have.

Denham will have France change all locks and obtain new keys for the offices.

#### **WAYS AND MEANS**

Smith reports General Fund revenues: \$144,000. Expenses: \$96,000.

We should receive some funds from B/P in October.

Road fund Revenue: \$22,000. No expenditures to date. \$24,685 is budgeted.

Municipal Aid Revenue: \$2,700 \$10 has been spent.

No activity in the Main Street Project.

#### **PARK AND PLAYGROUND REPORT**

Wartman reports that bad spots have been sanded and repainted on the park garage building. Sealer will be applied.

Kienker asks for volunteers to decorate for the Holidays. The date is: Nov. 25<sup>th</sup>. at 2:00 p.m. The citizens will be asked to volunteer via website.

#### **INSURANCE AND GRANTS**

Kienker will schedule a meeting with KLC in regards to bond insurance for employees.

Denham moves to accept all committee reports. Wartman seconds. Roll call: all aye. The motion carried.

### **OLD BUSINESS**

Smith will post an ad for the purchase of the 214 Pleasant Street vacant lot where the house was demolished. Kendall stated that Schutzman had stated that a house could be rebuilt at this location. The ad informatin will call for sealed bids to be received by December 1, 2017, property not located in the flood plain, and the City has the right to accept or refuse any and all bids.

Kendall stated that Duke's estimate for the Main Street Project lighting was \$63,700.00. The Attorney will contact Ms. Roseberry in regards to the wall that is caving in at 305 Main Street. He asks that Kendall wait to hear from him before eliminating this portion of the Main Street property from the project.

The project will involve removal and replacement of some trees, all new 5-foot wide sidewalks, some curbing, illuminating sign, fifteen brand new lights, new storm line by Wartman's property (this has been an issue for a number of years: 50/50 on cost for storm line between SD1 and Bromley). Kendall will pursue the possibility of electrical outlets on poles and banner holders as well.

Kendall moves to accept the 50/50 agreement with SD1 regarding the storm line. Denham seconds. Roll call: all aye. The motion carried.

Kendall discussed an active lease that the City has with SD1 on the property at Pike and Steve Tanner (northeast corner). Photos have been taken and the concrete pad at the location needs to be replaced. Hamant suggests that the pad be removed and that the City terminate the lease so that SD1 is responsible for the property. Kendall said this is a good idea. He will pursue the matter.

Shane Hamant has quoted a price of \$1,500.00 to dress up the City-owned property at 509 Main Street by seeding, leveling, and adding topsoil and straw to the location. Shane Hamant will remove saplings at no extra charge. Denham moves to allow this to be done at the price quoted. Kienker seconds. Roll call: all aye. The motion carried.

Kendall will hold the discussion of the Bromley Visionary Plan until a new Mayor is appointed.

### **NEW BUSINESS**

Halloween hours are set for 6:00p.m. – 8:00 p.m. on Tuesday, October 31, 2017. This will go on our Face Book page.

The Treasurer will be instructed to put the financial reports on Bromley's website.

Meeting nights and times are to be posted on the Website calendar for Bromley.

Information regarding a "Household Waste Collection Event" will be placed on the bulletin board in the hall. The flier lists what will and will not be collected for this event.

**NO COMMUNICATIONS**

Denham moves to go into Executive Session to discuss a personnel issue. Kendall seconds. Roll call: all aye. The motion carried.

The Executive Session ended and the regular Council meeting resumed at 8:17 p.m.

Kendall moves that Ed McNamara be hired as a part-time Building and Zoning Administrator for a 90-day probationary period. Kienker seconds. Roll call: all aye. The motion carried.

This item will be added to the agenda for the special meeting to be held on Wednesday-October 11, 2017. The only items to be discussed at the special meeting will be the hiring of the Building and Zoning Administrator and the appointment of the new Mayor to replace Donnie Jobe.

**BILLS**

Denham moves to pay the bills. Kienker seconds. Roll call: all aye. The motion carried.

Kendall moves to adjourn. Denham seconds. The meeting adjourned at 8:20 p.m.

MAYOR \_\_\_\_\_

CLERK \_\_\_\_\_