

The regular meeting of the Bromley Council began with a pledge to the flag.

Officers answering to roll call: Gail Smith, Mike Denham, Rob Gardiner (Rob), Mayor Radford, Dan Gardiner (Dan), and Patty Grimes. Donnie Jobe is absent.

The January minutes were approved on a motion by Smith with a second by Grimes. Roll call: all aye. The motion carried.

**AUDIT REPORT**

Matt McQueary, Auditor, presented a draft of the City's 2010-2011 audit report. (A copy is available in the office for review).

Each section of the audit was discussed briefly.

Management Discussion and Analysis is an area of the audit in which the City can present a point of view and the auditors encourage us to do so.

Mr. McQueary feels that Bromley is in an excellent cash position with enough money available to run for a three-month period in the event of a problem.

Premium Insurance (up 14%) and the gross receipts fees collected from B/P are two basic factors for the increase in the General Fund revenues.

The debt service will be down in the next audit due to the payoff of the loan from USDA.

Large expenditures are due to Police and Fire and EMS contract fees.

One concern was a negative \$12,000.00 variance due to roof repair work done in June of the audit's fiscal year. For this reason, Mr. McQueary would like to see a budget amendment approved in order for the audit to be prepared to his satisfaction. Smith will take care of this matter.

Of course, as always, there is the issue of segregation of duties which relates to the custody of record keeping, reconciliations, etc. This has been addressed in a more positive way since the last audit was performed. The office now requires double signatures on some checks and payment of bills is monitored more closely by the Mayor and the Ways and Means committee. Segregation of duties is very common in small cities that do not have the funding to hire more office employees.

Once the budget amendment is taken care of Mr. McQueary will reshape the audit and have it ready to be sent to the State by the middle of February.

**FIRST CITIZEN REPORT**

No input

**BUILDING INSPECTOR'S REPORT**

The Code Enforcement Board (CEB) met at 6:00 p.m. this evening.

Schutzman feels that deals have been worked out for the transfer of properties at 14 and 15 Shelby.

Regarding 238 Boone Street, the tenant has until the end of this month to get out of the property. Mr. Vocke has been in contact with the owner's attorney and is pursuing this matter. At 1757 Highwater Road, the Von Lehman property, Schutzman will give a "stop

work” order to the workers when he finds them at the location. There is an ongoing problem between the CEB and the owner related to this property.

Schutzman will be pursuing rental property delinquencies and inspections this month.

### **LAW COMMITTEE**

Jobe is absent.

Chief Wayne Turner is present. The Ludlow Police Department (LPD) report is available in the office for review. A large number of thefts for the month have been reported.

Chief Turner, as of March 1<sup>st</sup>. 2012, will be the new Police Chief for the City of Bellevue, Kentucky.

The Mayor, Attorney and Council offered best wishes to the Chief in his new position and thanked him for his years of service to Bromley.

### **FIRE DEPARTMENT REPORT**

The fire department report is available in the office for review.

The Mayor thanked the fire department for allowing the City to use their building at the park to install cameras. LPD will monitor the park using the camera’s hardware.

### **HALL COMMITTEE**

Dan reports that no requests have been made to rent the building this month.

Mark Rodgers contacted Dan regarding a leak in the new bay. The leak is believed to have been caused by a problem with the gutter guards on the patio side of the building. There was a gap of some kind which has been repaired by the company who did the installation work and roof replacement.

Chief Don Weaver had to contact Overhead Door company who did some repair work on a bent door latch in the old bay of the fire department’s side of the building.

### **ROAD AND LIGHT**

Denham stated that Mark Rodgers has put up two signs.

Covington is getting out of the business of making signs. Denham will look elsewhere for signs. The Attorney has the name of the insurance adjustor and is working on a claim regarding the City entry sign at the west entrance of Bromley on Route 8. The report shows that the sign was in Villa Hills. The Police Chief will see that this is corrected.

Denham may pursue curb work in the City depending on the balance in the Municipal Aid Road Fund.

### **ATTORNEY REPORT**

The Attorney is working with two options regarding estimates on the damaged City entry sign, which was hit by a car.

The Attorney has sent his annual letter to the Auditor.

The Attorney spoke with someone in the Attorney General’s office once again. He has called almost monthly since the declaratory judgment procedure began. He finally received a letter from the A.G.’s offices and assumes that Paul Fiser has also

received a letter from that office. The letter states that the Attorney General's office will not issue an opinion on anything that is in litigation. Attorney Vocke has made Judge Summe aware of this situation.

The Attorney read Ordinance 2-1-12 with an emergency clause allowing only one reading. This ordinance amends the budget for 2010-2011 as requested by the Auditor. Smith moves to accept this ordinance reading. Denham seconds. Roll call: all aye. The motion carried.

The Attorney suggests waiting for another month regarding approval of the recodification of ordinances.

The Attorney is preparing to file motions on the NuWay property at Rohman and Short Shelby and the Baker property at 238 Boone . Traft's case should be coming up soon.

### **MAYOR'S REPORT**

Mark Kreimborg read a letter regarding a police merger study. A cost analysis is being done (approximate cost of the analysis is \$50,000.00) between the Sheriff's Office and the County Police. Other options are also being studied. Per Mayor Radford, cities in the County are being contacted to see if they would be interested in a merger. NKADD will not do a free analysis for the member cities. The Mayor stated that the \$50,000.00 would be divided between the Kenton County Police Department and the Sheriff's Office. There will be no fee imposed on the cities at this time.

Ft. Mitchell Fire Department will be pulling out of Rural Metro. Grimes stated that Ludlow will also be pulling out. Ludlow is looking into a fire district and Ft. Wright is going ALS. Ft. Mitchell is probably going ALS. Bromley cannot afford ALS. (These statements are all made by Grimes).

Grimes stated that she has quit Bromley Fire Department but is still working at Crescent Springs. Rural Metro is talking about shutting down the chase car. They will not just service Ludlow and Bromley. The Mayor stated that some cities have paramedics on their squads and bill ALS for their services.

Grimes does not believe that Ludlow can generate enough money to form a fire district. The Mayor stated that we will think on this matter for another month before any decision is made. Per Grimes, on March 1<sup>st</sup>. Ludlow will hire a new fire chief. They had someone ready to appoint but were informed that applications for this position were in order. Ludlow will ask for applications but are supposed to hire the original candidate anyway.

Grimes may attend a meeting in March at Independence regarding this matter.

The Mayor, Smith and Dan met with two representatives from NKU regarding an economic development program sponsored by Duke Energy who donated \$600,000.00 to this program. They are using cities to get current geographic and financial information.

Nancy Kienker, owner of the old Keyhole, has menus ordered and will be opening soon. She would like to have a ribbon-cutting ceremony and be opened before St. Patrick's Day. Rob was asked to put this "new business in town" information into the local paper along with the new business at the old Thomas' Garage location. Kienker's closing time is set for 11:00 p.m. at this time but she may ask for an extension. The Mayor would like to monitor the situation.

The Mayor has spoken to Ludlow's Mayor Wynn. Their Finance Committee said that they will need \$125,000.00 from Bromley for police services. Grimes, Dan and Smith will sit with our Mayor on the negotiation committee regarding this service. The Attorney stated that there is a built-in increase in the LPD contract based on CPI rates which will be in force unless they request a change prior to April 1<sup>st</sup>.

They are tied into this rate unless notice is given by either party involved. The Attorney cannot think of any other exception at this point. Denham feels that the quote from Mayor Wynn is unacceptable. Smith stated that this is a 30% increase and we need some type of documentation requesting the increase. She feels that we should use the number of calls that LPD makes to Bromley to gage the level of service. LPD will supply the monthly reports so that calls may be reviewed.

### **WAYS AND MEANS**

Smith stated that the amended budget will be ready to go as soon as the ordinance is mailed to citizens.

Smith will follow up with the Treasurer regarding several amounts that do not look right to her in the Treasurer's report.

Smith stated that the gross receipts budgeted funds are underbudgeted since we are never sure of the amount that we will receive from B/P.

Grimes was informed that the budget figures are based on the year, not a seven-month period. Grimes questioned figures in the financial report related to C.D. interest, expenses listed under KLC rather than insurance, dispatch fees (which should be shown, in her opinion, under Police because Kenton County has always paid for the fire department), and CEB fees. Smith will work with the Treasurer, whom she has a good working relationship with, and have some of the figures reviewed.

Grimes would like some money put into the budget for matching grants.

Smith would like committee requests for money by March for budget purposes.

Smith reports that the Auditor does the UFIR report for the City annually.

### **PARK AND PLAYGROUND**

Jobe is absent.

Smith reports that on the SD1 lot regarding the proposed soccer fields, preliminary costs to the City would be \$260,000.00, paving costs would be \$47,000.00 and landscaping costs would be over \$60,000.00. For \$25,000.00 we could put in a gravel pad for the Farmer's Market. Benches would cost \$1,500.00 each.

### **LICENSE COMMITTEE**

Rob has updated the vehicle report using information from the Treasurer.

Rental fees on 233 Kenton have been paid for a two-year period in the amount of \$99.45.

Rob has spoken to Carolyn at the Courthouse to see what other cities are doing regarding rental licensing. He may suggest adopting an ordinance increasing rental

fees to \$50.00 per rental unit.

It is felt that the City should put the proof on the property owner as to whether or not a property is being rented. Denham moves to raise rental fees to \$50.00 per rental unit. Smith seconds. Roll call: all aye. The motion carried.

Smith and Grimes feel that the fee for persons not paying the vehicle sticker license fee should be \$30.00 plus the cost of the sticker.

Rob has been given the name, Jerry Knochelmann, from the Sheriff's department, who may be able to help Bromley by collecting delinquent fees, such as taxes, vehicles license fees, etc., for a small fee.

Grimes moves that any person who is delinquent on vehicle sticker fees be made to pay a \$30.00 penalty as well as the sticker fee effective on July 1, 2012. Smith seconds. Discussion: Greg Rehtin, Shelby Street, asks why property taxes cannot be increased as opposed to purchasing a vehicle sticker. Smith stated that the City is limited to a 4% cap on tax increases each year. Mr. Rehtin stated that you are not charged the \$11.00 sticker fee if you pay online. This creates a problem. Rob will call Gabrielle Summe regarding this matter.

Roll call on the previous motion: All aye. The motion carried.

Smith stated that fees collected for vehicle stickers are placed into the General Fund. Chief Turner stated that such fees have to go into this account but can be dispersed for use on roads.

#### **INSURANCE AND GRANTS**

Grimes has a copy of our insurance policy for the office.

An extension on the deadline for the grant application was approved. Grimes is pursuing the purchase of cameras for the park if grant money is received. The most we would receive is \$3,000.00. It is cheaper to purchase this equipment as opposed to renting it. Denham will see to the insulation of the building in the area housing the camera equipment as a certain temperature must be maintained to preserve this equipment. An I.P. address is required to operate the equipment. A DVR will be used also. The cameras and equipment are supposed to be vandal proofed.

**Smith moves to accept all committee reports. Rob seconds. Roll call: all aye. The motion carried.**

Grimes stated that she will not be at the March Council meeting.

#### **NEWSPAPER AND WEBSITE**

Rob will put website information in the paper again. He will advertise the spring Citywide yard sale (April 28<sup>th</sup>, rain date-May 5<sup>th</sup>). The large trash pickup date will also be advertised. It is to be held on May 12, 2012.

Rob will pursue the "paint the town" program to see if Bromley can be included.

The Peppermint Pig is a name given by Chief Turner. They accept donations and donate to the Animal Shelter.

#### **SECOND CITIZEN REPORT and OLD BUSINESS**

No report

**NEW BUSINESS**

Grimes stated that the City of Crescent Springs will make an attempt to annex St. John's Road, Amsterdam Road to the trellis, and a section of Kenton County on Bromley Road up to the City limits of Bromley. They will not go after Highwater Road.

Greg Rehtin stated that TBNK runs a bulletin board where cities can post Council meeting times if we are interested.

The Mayor would like for the City to consider hiring Brian Dehner as part-time City Administrator. We would only be charged if his services are used at a cost of \$30.00 per hour. He could negotiate with LPD for police services in our behalf. The Attorney feels that on an "as needed" basis a contract would suffice. If a job is created budget funds would need to be allotted.

If Mr. Dehner obtains a grant for Bromley he would be paid a percentage of the grant and would include his fee in with the grant preparation paperwork. Rob has concerns as he remembers Mr. Dehner's attitude while he worked for Ludlow and negotiated with Bromley in the past.

Denham moves to authorize the Mayor to negotiate with Brian Dehner as our consultant during negotiations with LPD at no more than \$1,000.00. Grimes seconds. Roll call: Smith-yes, Denham-yes, Rob-no, Dan-no, Grimes-yes. The motion carried.

**COMMUNICATIONS**

The only communications received were insurance-related and put into Grimes' bin.

**BILLS**

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

Smith moves to adjourn. Denham seconds. The meeting adjourned at 8:32 p.m.

**MAYOR** \_\_\_\_\_

**CKERK** \_\_\_\_\_