

The regular meeting of the Bromley Council began at 6:30 p.m. with a pledge to the flag. (This meeting was moved to the second Wednesday of the month due to the holiday allowed by Ordinance 1-1-14).

Roll call: Mike Kendall, Larry Hamant, Nancy Kienker, Mayor Denham, Attorney Vocke, Tim Wartman and Gail Smith. Dave Radford is absent.

Kendall moves to accept the May Council meeting minutes. Smith seconds. Roll call: all aye. The motion carried.

Smith moves to accept the two June special meetings' minutes. Wartman seconds. Roll call: all aye. The motion carried.

CITIZEN REPORT

Charlie Foulks thanked everyone for the flowers that were sent for his wife's funeral.

ROB HIMES from PDS is here at this time to answer questions.

- Himes informed Hamant that there is an online complaint form that is funneled through the City and forwarded to PDS.
- The easiest way to reach Rob Himes is via his email.
- Once a case is open it can be e-tracked through the website. The information will contain a case number, property location, type of violation and all other kinds of information related to the issue. The e-track information is available to the public. Voicemails will be answered within a twenty-four hour period.
- PDS provides the service set forth in the International Property Maintenance Codes along with City ordinances. PDS provides a monthly report to all City officials and the City Attorney.
- Our representative will be Quentin Campbell.
- Rob Himes stated that PDS will review our former Code Enforcement Board's minutes and begin to process those cases immediately.
- PDS will get involved, at some point, in cases related to civil matters (issues such as disorderly conduct, prostitution, gambling).
- Someone from the City must look into online complaints and forward them to PDS.
- Rob Himes informed Kathleen Smith, 240 Boone Street, that, once a citation is issued, the party involved has seven days to pay the fine or appeal. If neither is done, an administrative final order and lien are filed. PDS will continue to issue citations and fines until a certain point is reached after which time the City can foreclose on the property. Liens need to be reported as these liens get priority over everything except for fees due to County, Local and School Boards.
- Bob France will act as the agent for the City of Bromley and, as such, will take photos of problem areas and send them to PDS. France will have to be present at hearings as our agent. Citizen photos can be sent to PDS, which will assist them in seeing the true condition of blighted properties, but, citizen photos may not be used at a hearing.
- PDS works with the City and sends violation notification to the property owner. If that owner cleans up the property and it becomes blighted again PDS goes directly to citation. Minimum fines are levied at this time.
- Rob Himes stated that interior inspections of rental properties are done on a "complaint only" basis in other cities. He doesn't feel that mandatory rental property inspections will work unless a complaining tenant allows them inside. PDS cannot require anyone holding a rental license to allow an inspection.
- The Uniform Landlord Tenant Act, adopted by Bromley in 1994, would come into play if there is a problem between a Landlord and his/her tenant. Issues related to non-payment of rent, etc. may be the problem in these cases and eviction processes could take months to resolve with a tenant residing in the property for free.
- PDS will get involved with rental property if there are obvious structural issues. Rob Himes said that the International Property Maintenance Code states that the building does not have to be entered to determine structural damage.

- Schutzman did not do inside inspections and PDS will only do so at the owner's request.
- Building Code Officials should be contacted when a person is putting on a new roof, per Rob Himes.
- If damage is done to roofs and gutters, per Rob Himes, flow of water from the gutters becomes a civil issue. Subdivision regulations should be followed.
- Kienker asked about the property at 1 Pike Street as it is in terrible condition and is the first property that is seen upon entering Bromley from the east on Pike Street. PDS will pursue this matter if the complaint is sent to them but they will not automatically put this property before other complaint properties and, NO, PDS will not drive around the City of Bromley looking for issues. A complaint must be filed through the City.
- Rob Himes stated that all complaints remain anonymous unless the person wants their name on the complaint.
- Kendall stated that we do not want to flood PDS with complaints. We should send the main ones that are still on file to their attention and ask that they pursue ten or so at a time.
- Attorney Vocke stated that, if there is an ongoing complaint against a property, PDS will have personal knowledge of the issue already.
- Rob Himes stated that his agent will take photos of complaint locations from the right-of-way and from adjacent properties if they have the ability to do so.
- Mayor Denham feels that we should go through our records pursuing a few properties at a time. It may be expensive at first but the fees will subside when the issues begin to be cleared away. Rob Himes says that one hour on the road could generate one to three hours of work back at the office. PDS keeps good billing time records and phone calls go under zoning and are free of charge to the City.
- Smith stated that we can add PDS to our email list as Ed McNamara has been removed.

POLICE REPORT

No written report is available at this time.

The Attorney still needs to obtain the guardrail report in order to pursue insurance matters.

Kendall has informed Park Hills Police (PHP) about a vehicle constantly blocking the sidewalk on Boone Street. He will call them again.

FIRE DEPARTMENT REPORT

There is a cart on the ramp side of the building that belongs to the fire department. Kendall will ask that it be removed. Kendall reports that, when he questioned a more than \$5,000.00 increase in the fire department contract fee, he was not given an answer. CPI increases were usually the standard amounts offered. A scheduled meeting with the fire department was cancelled by them. Kendall feels that the City should let negotiations drop until things change. Hamant asked why Ludlow responded to a recent call on Pike Street. Eric France, a member of the Ludlow Fire Department, stated that Ludlow went as backup to the call for Crescent/Villa Fire Authority.

HALL COMMITTEE REPORT

France received a report from the fire department that a gutter was coming off. He contacted Hamant who sent a roofer who found nothing. There are already gutter guards on the building. The Mayor stated that sometimes things get stuck in the gutter guards and heavy rains cause issues.

ROAD AND LIGHT COMMITTEE REPORT

Radford is absent.

The Mayor reports that Ideal will fill a hole at 8 Boone Street.

Verizon has a fiberoptics project in the works. The Mayor feels that they need to obtain permits and follow City ordinances prior to beginning the project. Franchise agreements were discussed, per the Mayor.

Radford has informed the Mayor that he is working on issues at 102 Kenton and 627 Bromley Road.

When Hamant asked why the street sign and post project was not completed Smith responded that County does not have all of the posts and they need to be ordered. Denham will discuss this issue with Radford so that he can pursue the

matter. Bob France, Public Works, stated that County has the street signs sitting in the sign shop. Radford will be asked to contact France.

Smith stated that the office is not given any official paperwork when a handicapped parking spot is installed. It was suggested that an application form be created and all such parking spots be documented and filed in the office.

Smith asks that someone remove the spot for the handicapped at the old Parrott residence on Shelby Street as both parties are deceased.

Hamant reports an issue with cracked concrete on Hayward. This will be pursued.

LICENSE COMMITTEE REPORT

Radford is absent.

The rental license will be redone. Email, cell and telephone information will be requested. Rob Himes will verify information for Bromley with the City of Erlanger who is starting a rental registry.

Rob Himes feels that requesting a representative from Kenton County on rental applications is a grey area.

He feels that tenants will destroy any paperwork posted to a property. He believes that all information should be sent to the property owner. He further stated that LLC's are buying up a lot of investment properties.

ATTORNEY REPORT

The Attorney reported that ordinance posting can be done on the website now. An ordinance description is all that has to be posted in the local newspaper.

The Attorney has notified the owner of 222 Boone Street that the City of Bromley owns most of the ramp on the east side of the city building except for about 10-18 inches. They can put up a fence but cannot block the ramp. There is an easement in place.

Kendall stated that a wall will be put up on the property at 305 Main Street. The owners will be notified that they must maintain the wall. An affidavit will be drawn up.

The Attorney will pursue the tax bill for B/P Oil.

WAYS AND MEANS REPORT

Smith reports expenses in the amount of \$429,000.00 and revenues in the amount of \$527,000.00 with \$98,000.00 in profits.

Smith reports that Bromley received two estimated payments from B/P (Marathon). One was for \$90,000.00 the other was either \$60,000.00 or \$65,000.00. Final paperwork is filed by them in September at which time the amounts could flip. We don't have to pay them back if it is shown that we have received an overpayment but they use this overpayment as a credit which decreases our funds from B/P. Kendall stated that this allows B/P to hold our money hostage and there should be a way that we can get answers from them as to why they overpay us at times. The Attorney stated that B/P is such a big corporation and they have a good year vs. a bad year and, short of having a forensic audit, we can't get that involved. He stated that the B/P figures the occupational tax by using a formula for payroll and gross profits taxes as well. Smith was told by a woman at Marathon that they would attempt to not overpay us. Kendall wanted to use some of this money to accomplish certain things throughout the City.

Kendall moves that the City have the five entry signs replaced this fiscal year for a fee of \$7,500.00 and, at least, get that project finished. New quotes and new styles will be brought to full Council before a choice is made. Kienker seconds.

Smith suggests that the replacement cost be changed from \$7,500.00 to \$10,000.00. Kendall changed his motion according to this suggestion. Roll call: all aye. The motion carried.

Smith reports that a training session between Sophicity and the office employees is to be held on Tuesday, July 24th. to instruct us how to archive our records.

PARK AND PLAYGROUND COMMITTEE REPORT

France and Wartman are working to resolve a weed problem around playground equipment without using harmful chemicals.

The water line is connected to the park garage.

France informed Hamant that he will not fight with a resident over entry into the park. He will continue using his normal way into the garage area, even if he has to drive on the grass, in order to do his job.

Smith moves to accept Shane Hamant's bid to remove two damaged trees from the park. The bid is in the amount of \$550.00. Kienker seconds. Roll call: 4 ayes. Hamant abstains. The motion carried. The remaining trees will be removed, in the near future, due to liability issues. Shane Hamant has an idea on types of replacement trees.

Kienker mentioned the condition of the lot at Pike and Steve Tanner where work was done by Bledsoe. It was suggested that France drag and level the lot and the Mayor suggests that we ask SD1 to take the lot back as is.

Wartman and France suggest not getting loam dirt as not many teams are requesting use of the field. The use of mulch at the playground area was discussed briefly. Wartman will talk with France and decide what is best for this area.

INSURANCE AND GRANTS COMMITTEE REPORT

Kienker reports that the vision plan for the City should be ready in a few weeks. When received, all members will receive a copy. Possible grant money will be used for sidewalks and park and these are matching grants. There is a cap. The insurance has been renewed. All is in order.

The Attorney left the meeting at this point (7:56 P.M.).

MAYOR'S REPORT

The Mayor spoke to a gentleman who wanted to operate a business on Highwater Road. The Mayor told him to attend a Council meeting with his request.

The Mayor has given Bromley Christian Church permission to block a portion of Kenton Street for a festival.

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

OLD BUSINESS

Kendall has presented the Mayor and Council with several updates (see Attachment "A").

The proposed right-of-way plan will be in the office for review (Main Street Project).

District 6 is asking for the first payment of reimbursement on the Main Street Project.

Kendall reports that Palmer Engineering will be responsible for sending letter, temporary easements, etc. on the Main Street Project and we will start as soon as the Judge's order is received.

Kendall attended a Z21 meeting. About 50% of the articles were addressed and guidelines were drafted. Kendall would like to have the City adopt an ordinance.

Kendall attended a "2030" meeting. Only two residents from the entire area attended. There are some other hearings planned. Kendall plans to attend.

France reported that Hamant cut up and disposed of some tires that were left on the SD1 lot.

France disposed of some steel, rims, posts, and an old pool table.

Kienker is having sidewalk replacement work done at her home, at her expense, when sidewalk work is done on the Main Street Project. Kendall stated that the State is okay with citizens using the contractors for personal work at the same time since the equipment will already be available.

Kendall hopes that bids on the project will go out by September 1, 2018.

Hamant had informed Schutzman about squatters residing in a property at Short and Pike. PDS will pursue this matter. France had informed PHP about this and they told him that they were allowed to live there. Kienker was told the same thing. Rob Himes stated that anyone living in a residence has to have water and sanitation or the property is deemed unfit for public habitation. PDS verifies service of utilities with the water and sanitation departments and they will post the property as "unfit" if that proves to be the case.

Hamant discussed the area off of Rohman Avenue behind the Baptist Church. Hamant had asked PHP to check the location for dumping. Kendall stated that SD1 has an easement at this location. He will ask SD1 to put up some

“no dumping” signs at this location. Kienker stated that if those signs are posted the City should not dump at the location either. Smith agrees.

France will look into obtaining a small dumpster for the park garage area as a place to dump debris from the street sweeper.

A concrete pad will need to be laid before the dumpster is set in place.

NEW BUSINESS

Smith suggests that the Council meetings be moved from 6:30 p.m. to 6:00 p.m. now that we do not have a Code Enforcement Board meeting any longer. An ordinance will have to be prepared. Mr. Vocke will be informed.

Smith stated that years ago a flag and certificate were given to the office. The flag was flown over the Capitol. Smith purchased a holder for both (\$29.00 sale price) and France will mount it on the wall in the Council chambers.

NO COMMUNICATIONS

BILLS

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

Smith moves to adjourn. Kendall seconds. The meeting adjourned at 8:12 P.M.

MAYOR _____

CLERK _____