

## CITY OF BROMLEY MINUTES

Wednesday May 11, 2022-6:00 P.M.

The City Council of the City of Bromley, Kentucky, met in regular session on Wednesday, May 11 , 2022 at 6:00 P.M with the meeting beginning with a pledge to the flag and Mayor Denham presiding.

### CALL TO ORDER

- Roll call was taken and the following members were present: Mike Kendall, Tim Wartman, Diane Wartman, Matt Wartman, Reagan France (absent) and Dave Radford (absent).
- Staff present were: Chief of Police Cody Stanley; Public Works Bob France; City Clerk Terri Stahl Smith; City Attorney Kim Vocke, and Ludlow Fire Chief Mike Steward (absent).

### Approval of Minutes

- Mayor Denham asked for a motion to approve the minutes of the April 13th, 2022 regular meeting. Mike Kendall motioned to approve the minutes with a second by Tim Wartman. All members present voted yes.

### CITIZENS

- Joe Tewes asking about 1 Pike Street. Kim Vocke responded that he had to get a motion and judgment put together and sent to the court. Ms. Duncan was in a nursing home then she passed away and a motion to amend the complaint had to be filed. Her heirs had to be included in court proceedings. Might be a third division case which means its on a third Monday. Kim Vocke to get date of sale to Joe Tewes. Should be sold within the next 60 to 90 days.
- Gail Smith questioned weeds on 1 Pike Street. Bob France to cut grass and add to extra duties on timesheet so he is paid. Anything outside normal duties to be reported and paid for.
- Gail Smith also brought to the attention of council a sinkhole developing in front of 15 Shelby Street. Discussion ensued regarding the sinkhole. Possible SD1 problem. Bob to communicate to SD1.
- Gail Smith asked someone to check blacktop by her driveway.
- Zachary Kordenbrock of 317 Boone Street addressed the council again about the violations brought forth by PDS regarding his property. He reiterated that he never received any subsequent notifications. He thought he fixed the problem and the issue was closed but discovered a lien had been filed. A lengthy discussion ensued on details and Rob Himes stated that the statute changed in 2017. If a citation is not paid or appealed within 7 days it can become administrative final word/function of law. Minutes exist from the code enforcement board meeting that are divided into sections which are appeals and administrative final orders so a searchable record exists. If appeal wasn't received there are multiple forms. Notice of hearing issue on the spot as to when hearing is. Kim Vocke said Mr. Kordenbrock was not present at the hearing and a written request for hearing had to exist and Mr. Himes confirmed a written request had to exist if listed as an appeal. Mr. Kordenbrock stated that no request was made by him. Further discussion ensued on details of the liens on his property and PDS notification process of liens questioned. Per Mr. Himes Certified Mail is not required as notification. Administrative final order can be sent by regular first class mail. Citation has to be posted on the property, hand delivered or sent via first class mail. Further discussion ensued on the matter and the formula developed by the city council which is when a lien reaches \$2,000 or

one year whichever comes first. It was suggested that Mr. Kordenbrock seek legal advice if he feels the issue is unresolved. He refused to end the discussion as requested and was escorted out of the building by Police Chief Cody Stanley.

- Joe Tewes discussion on tax bill on one of his properties. Questioned if the city informs property owner when taxes are delinquent. Kim Vocke sends letter to all delinquent payors up until Sheriff took over collections.
- Keith Williams questioning PDS process and further discussion ensued regarding lien process.

#### PDS

- Matthew Wartman discussed two complaints at 101 Rohman and 12 Boone.
- Discussion on open violations report distributed to council. No new violations.
- Received payment from PDS for 7 Lake Street.
- 308/312 Pike Street, 301 Rohman and 7 Shelby Street reaching 1 year or \$2,000. Discussion on 6 months/4 rounds of unresolved violations.
- Keith Williams pointed out that 1 year/\$2,000 is not too slow but too fast. Suggested that residents be heard on a case by case basis. Kim Vocke responded that nothing is done unless approved by council. Matthew Wartman reiterated process and how long it actually takes which can be in excess of 2 years when you consider citations/appeals process when all one has to do is communicate the issue to the council.
- Violation report is over two-thirds rental licenses which was discussed with Rob Himes and suggested that the city send out two notices with deadlines and stamp envelope "final notice" before we forward to PDS for collection. Matthew Wartman/Rob Himes discussed process and fees. Late fees charged at 12% per annum. Kim Vocke stated no ordinance necessary. City only needs to establish a policy. Matthew Wartman suggested 30 days to pay then 30 more days if not paid. Diane Wartman said two weeks after initial 30 days. Matthew to draft a recommendation based on suggestions received.

#### POLICE

- Per Chief Cody's report there were 2 reports, 1 parking citation, 0 traffic citations and 2 arrests and 153 calls for service.

#### FIRE/EMS

- Chief Stewart was not in attendance. His report states there were 6 EMS responses and 4 Fire responses.
- Switch to Class 2 Insurance Services Office Rating.
- May will bring hydrant testing and dates will be posted on social media.
- Will be conducting Life Safety Inspections.

#### HALL

- No report.

#### ROAD

- No report.

### **PUBLIC WORKS**

- Bob France brought to the council's attention potholes developing at Rohman/Short/Shelby Streets.
- Portable radar unit placed on Shelby at Tanner. Bob repainted yellow curb.
- 200 Boone Street curb to be repainted.
- Bob France and Mike Kendall researched truck for Public Works use. It was decided to purchase a 2019 250 4x4, no plow, from Airport Ford. Kentucky state procurement policy was followed in the purchase of the vehicle. Purchase price is \$52,781. A 2021 on the lot has more on it than requested and purchase price is higher. No government pricing. An aluminum bed cover was negotiated. Mike Kendall checked with Department of Local Government and checked procurement policies with regard to ARPA funds. Checked with other dealerships and at Mike Castrucci close equivalent is \$69,994 with 38,487 miles. They have a 2019 for \$72,586 with 34,448 miles. Woody's has a 2016 Chevy Silverado for \$52,976 with 73k miles. Ram 2500 2018 with 249k miles for \$36,976. Should be approximately \$6k to \$8k left in ARPA funds. Mike Kendall stated there will be around \$6,000 left of ARPA money to add things to purchase of truck as deemed necessary.
- Motion to purchase truck by Tim Wartman with a second by Dianne Wartman. All members present voted yes except Mike Kendall who abstained.
- Gail Smith questioned use of the rest of ARPA funds. Mike Kendall responded that about \$83k left in first tranche after purchase of truck. The first phase of street sealing will come out of that amount. Second tranche planning is 50% of catch basin agreement with SD1 which will be around \$42k and the Shelby Street storm sewer project to be split 50% with SD1 will be \$20k and the second phase of the street sealing.

### **LICENSE**

- No report

### **ATTORNEY**

- Kim Vocke presented the second reading of Ordinance 4-1-22 establishing a Public Works Manager position. Tim Wartman made the motion to accept Ordinance 4-1-22 with a second by Matthew Wartman. All members present voted yes.
- Kim Vocke presented the second reading of Ordinance 4-2-22 adopting and enacting a comprehensive pay plan for annual salaries of non-elected city officers and employees of the City of Bromley. Mike Kendall made the motion to accept Ordinance 4-2-22 with a second by Tim Wartman. All members present voted yes.
- Kim Vocke presented the second reading of Ordinance 4-3-22 establishing a Capital Improvement Fund and policies regarding use of fund. Matthew Wartman made the motion to accept Ordinance 4-3-22 with a second by Tim Wartman. All members present voted yes.
- Kim Vocke presented the first reading of Ordinance 5-1-22 adopting the city's budget for Fiscal Year 2022-2023. Mike Kendall made the motion to accept Ordinance 5-1-22 with a second by Dianne Wartman. All members present voted yes.

- Resolution 5-1-22 was presented allowing the Mayor to sign the Municipal Road Aid Fund contract. Mike Kendall made the motion to accept Resolution 5-1-22 with a second by Matthew Wartman. All members present voted yes.
- Discussion on FY 22-23 Budget. Motion to accept Budget made by Mike Kendall with a second by Dianne Wartman. All members present voted yes.
- Sidewalk between city building and resident owned by the resident by the city has an easement on it.
- Discussion on auditor's report and MRA funding. Mr. Vocke sent letter describing use of MRA funds and Mr. Caudill of MRA confirmed the use of the funds by the city was fine.

### **WAYS AND MEANS**

- Further discussion with County on BP issue. County deposited \$120,000 into our account for gross receipts so BP issue unresolved. We were told we owed them \$74,000 from overpayments yet they sent another \$120,000.
- Mike Kendall provided a brief summary of the city's finances.

### **PARK**

- Tim Wartman gave an update on basketball court. Work on it to start in the next week. Full size high school basketball court location to start on third base line.
- "No Dogs" signs being placed in park.
- Discussion on splash pad. Dianne waiting on renderings and estimate.

### **INSURANCE AND GRANTS**

- No report.

### **MAYOR**

- No report.

### **COMMITTEE REPORTS**

- Mayor Denham asked for a motion to approve the committee reports. Tim Wartman motioned to approve with a second by Tim Wartman. All members present voted yes.

### **OLD BUSINESS**

- Mike Kendall discussed GeoTech basketball court work.
- Mike Kendall distributed plans on restructuring of old park building. Asked everyone to please review.

### **NEW BUSINESS**

- No report.

**COMMUNICATIONS**

- Mayor Denham discussed letter received by state regarding chemical spills. Mayor to discuss with Chief Steward to see if there are designated people who respond. If not, Bob will need to attend a class. Mandatory by state.
- A motion was made by Mike Kendall to donate a \$25 gift certificate to the Kenton County Senior Picnic. Motion was seconded by Dianne Wartman. All members present voted yes.

**BILLS**

- Mayor Denham asked for a motion to approve the payment of the bills. Tim Wartman motioned to approve with a second by Mike Kendall. All members present voted yes.

Mayor Denham asked for a motion to adjourn the meeting. Matthew Wartman motioned to approve with a second by Mike Kendall. All members present voted yes. The meeting was adjourned at 7:44 p.m.

MAYOR \_\_\_\_\_



CLERK \_\_\_\_\_

