

**NORTHERN KENTUCKY AREA PLANNING COMMISSION
MEETING MINUTES
FEBRUARY 12, 2003**

Chairman Afton Kordenbrock called the meeting of the Northern Kentucky Area Planning Commission to order at 5:45 pm in the first floor conference room of the Commission's offices in Fort Mitchell, Kentucky. Attendance of the members was as follows.

Term Present Absent

Chairman Afton Kordenbrock May 2002 through May 2004 X

Vice Chairman Paul Hahn May 2001 through May 2003 X

Treasurer Bill Goetz May 2002 through May 2004 X

Commissioner Billy Bradford May 2001 through May 2003 X

Commissioner Tom Kriege May 2002 through May 2004 X

Commissioner Tom Litzler May 2002 through May 2004 X

Commissioner Lou Noll May 2001 through May 2003 X

Also present were Dennis Andrew Gordon, FAICP, Executive Director; Marshall D. Slagle, FAICP, Technical Services Coordinator; Garry Edmondson, Legal Counsel; Russell Cloyd, Deputy Director for Building / Zoning Services; Barry Burke, Deputy Director for Engineering / Inspection Services; Michael Schwartz, AICP, Deputy Director for Planning Services; Trisha Brush, Deputy Director for GIS Administration, and Gail H. Deatherage, Administrative Assistant.

Commissioner Bradford gave the invocation and Chairman Kordenbrock led the Pledge of Allegiance.

ACCEPTANCE OF AGENDA

Chairman Kordenbrock asked if the agenda's contents were acceptable or if anyone had any additions/corrections. Commissioner Kriege made a motion to accept the agenda as presented; Commissioner Bradford seconded the motion. Chairman Kordenbrock asked for a voice vote on the motion, which found unanimous approval. The motion passed.

OLD AND UNFINISHED BUSINESS

Chairman Kordenbrock noted that members had received copies of the Minutes of the January 8, 2003 and January 22, 2003 meetings and asked if there were any changes to

these Minutes; there were none. Commissioner Noll made a motion to accept the Minutes of January 8 and 22; Commissioner Kriege seconded the motion. Chairman Kordenbrock asked for a voice vote on the motion, which found unanimous approval. The motion passed.

LEGAL COUNSEL REPORT

Mr. Edmondson noted there was nothing new to report on the Jump litigation. He then gave an update on the sexual oriented business study and noted that the Campbell and Kenton County Fiscal Courts had agreed to pay the upfront costs for their respective cities. The cities would then reimburse the fiscal courts. He stated that the contract should be signed within the next week to start the first phase of the study.

Mr. Edmondson noted that there is going to be three-county meeting of the fiscal courts with TANK and that there was a great deal of discussion with regard to funding. He then gave some further overview. He urged NKAPC to not get involved and gave some further background. Some general discussion ensued.

Chairman Kordenbrock noted he had received a letter from Taliaferro and Mehling law firm with regard to SB-1 and then read the letter. Some discussion ensued and it was the general consensus that this issue has nothing to do with planning.

NEW BUSINESS

Mr. Gordon noted that each deputy director was present to give an update of their department's activities.

Ms. Brush noted that GIS staff had participated in a forum at NKU. She noted that Kenton County is the only county in the state which has an inventory of brownfields and that the state will be using our study as a model. She noted that: staff is working with Campbell County on readdressing and that it is on schedule; staff gave an update at the recent Planning Council dinner meeting on the Integrated Mapping System (IMS) on the GIS website. She stated that on February 19 at 3:00 pm, the GIS User's Group would be meeting and if members were interested in seeing a comparison of the Boone and Kenton County websites they could attend. She noted she was pleased to report that revenues for GIS products are up ten percent over last year's sales and noted that most sales are coming from developers. Ms. Brush gave some overview of GIS staff work with the Kenton County PVA's office in light of Mr. Vogt's retirement. Ms. Brush answered some general questions.

Mr. Schwartz gave an overview on planning staff activities, noting that Ms. Hughes and Ms. Jort were involved with the Urban Forestry Council in obtaining a grant, the Kenton

County Conservancy Board, and gave some other highlights on areas in which they are working. He answered some general questions.

Mr. Burke gave an overview on the engineering staff activities noting that staff continues to work closely with the Kenton County Planning Commission overseeing applications for ID plats, etc., and the subdivision regulation review committee. He also gave some further overview.

Mr. Litzler asked about heightened alert for terrorism activities and if the GIS staff was working with other agencies on homeland security issues. Ms. Brush noted that staff is working with the EMS in Kenton County and that J/E Murgatroyd is part of a three-county joint task force looking at homeland security issues and that GIS would play an important role and gave some further overview.

Mr. Cloyd gave some overview on the activities of the building and zoning department and noted that staff had been doing state-level inspections for Kenton County for three years and then answered some general questions.

Ms. Deatherage noted that secretarial support staff continues to play a vital role for the planning commission and that staff is starting to think about the effect of future expansion and trying to formulate a workable plan for coordination of staff being on three floors.

Mr. Slagle gave an overview of the areas in which he has been working such as the Kenton County Transportation study. He noted that a final report should be finished by the end of March. He also noted his work on the OKI North/South I-75 Study. Mr. Slagle then answered some general questions.

Mr. Gordon thanked the directors for their updates and noted that his intent was to have the directors do a monthly update in order to keep the commission informed of on-going activities and that he was hopeful that the reports tonight proved helpful to the commission.

Mr. Gordon noted that there was no budget report for this meeting due to the auditing of the books going on and that he would have a report for the March meeting.

Mr. Gordon gave an update on the water problems in the lower level of the office building. He noted that the insurance adjustor from the County has looked at the problem and did not know what the deductible would be at this time. He noted that bids for the repair of the area have been received and that staff is reviewing them. He stated he would be meeting with Mr. Huff next week to discuss further the water problem/repairs. He concluded that he would attempt to get a solution of who would pay for the repairs and that he would also discuss this with our legal counsel.

Commissioner Kriege expressed concern about all the staff time involved in this situation and noted he feels that Mr. Huff should pay for all of the expenses involved in solving, correcting, and repairing the problem. Mr. Gordon noted that a record of all the time devoted to this project by staff is being kept.

After some further discussion, Commissioner Kriege made a motion that NKAPC seek reimbursement from Mr. Jim Huff of all costs and expenses, including staff time, due to fixing/repairing the water problem in the lower level of the office building; Commissioner Noll seconded the motion. Mr. Hahn expressed concern that the commission may come across as "hard-nosed" and Commissioner Noll noted that he felt that this was necessary to cover commission and the staff. Chairman Kordenbrock asked if there were any questions; there were none. He then asked for a roll call vote, which found Commissioners Hahn, Bradford, Kriege, Litzler, Noll, and Chairman Kordenbrock voting aye. The motion carried unanimously.

Mr. Gordon noted that staff is still working on the phone system with Cincinnati Bell and that he had nothing to report.

Mr. Gordon noted that he is still going over the draft of the Personnel Rules and Regulations and that staff has been working on some items for inclusion and which he noted he will submit for the committee's consideration.

Mr. Gordon noted that he is still working on post-retreat items such as the mission statement and that he would report back to the commission at a future meeting.

Mr. Gordon noted that the issue of owing 2002 property tax to the City of Fort Mitchell had ended up with NKAPC having to pay \$900 to the city and almost \$4000 to the county. He gave some further background on the issue.

Mr. Gordon noted that he had met with Kevin Costello, Executive Director for the Boone County Planning Commission, and that he is attempting to work with the Counties of Boone, Grant, and Campbell to see if we can move forward with a joint plan for continuing education credits for boards of adjustment members. He explained further how this would work.

Mr. Gordon reminded members of the Area Planning Council dinner meeting on Thursday, February 20, at Twin Oaks Country Club and that GIS staff will be making the presentation on new IMS website.

Mr. Gordon noted that at the next commission meeting on February 26 that he would be in Spokane, WA, on a Planning Accreditation Board site visit at the Eastern Washington

University and asked if the Commission wanted to consider not having a meeting that night. He further noted that he was suggesting that the Commission's discussion meeting be the second Wednesday of the month meeting and the business meeting be the fourth Wednesday of the month meeting.

After some brief discussion, Chairman Kordenbrock asked for a motion to cancel the meeting of February 26, unless there was some urgent business which would need to be conducted. Mr. Kriege made a motion to cancel the meeting of February 26, 2003; Mr. Hahn seconded the motion. Chairman Kordenbrock if there were any questions; there were none. He then asked for a voice vote which found unanimous consent. The motion passed.

MEMBER'S COMMENTS

Chairman Kordenbrock urged members to get out the vote to re-elect the three planning commission members at the Council dinner meeting on February 20, 2003.

Chairman Kordenbrock noted that the joint planning commission dinner at the APA Conference in Denver would be on Monday, March 31 at a place to be announced later.

There were no member comments.

Chairman Kordenbrock asked if there were any other comments or business to come before the Commission. There being none, he adjourned the meeting with unanimous consent at 7:35 pm.