

**Northern Kentucky Area Planning Commission
Meeting Minutes: March 8, 2006**

Vice Chairman Tom Kriege called the monthly discussion forum of the Northern Kentucky Area Planning Commission to order at 5:15 PM in the Commission Chambers of the NKAPC Building in Fort Mitchell. Attendance of the members was as follows.

	Term	Present	Absent
Chairman Bill Goetz	May 2004 through May 2006		X
Vice Chairman Tom Kriege	May 2004 through May 2006	X	
Treasurer Tom Litzler	May 2004 through May 2006	X	
Commissioner Gloria Grubbs	May 2004 through May 2006	X	
Commissioner Lou Noll	May 2005 through May 2007	X	
Commissioner Dick Spoor	May 2005 through May 2007	X	
Commissioner Gene Weaver	May 2005 through May 2007	X	

Also present were: Janet Nacci and Julie Dunaway, Information Builders, Inc.; Dennis Andrew Gordon, FAICP, Executive Director; Mike Schwartz, AICP, Deputy Director for Current Planning; Garry Edmondson, legal counsel; Stacie Hegge, legal assistant; and, Gail Deatherage, Administrative Assistant.

Commissioner Noll gave the invocation and Vice Chairman Kriege led the Pledge of Allegiance. Vice Chairman Kriege noted that Chairman Goetz was absent due to the death of his mother, Roberta Goetz, and asked for a moment of silence in her memory.

ACCEPTANCE OF AGENDA

Vice Chairman Kriege asked for review of the agenda. Commissioner Weaver made a motion to accept the agenda as presented; Commissioner Litzler seconded the motion. Vice Chairman Kriege asked for a voice vote on the motion which found unanimous approval. The motion passed.

PRESENTATION

Mr. Gordon noted that Ms. Nacci and Ms. Dunaway from Information Builders, Inc., were present to provide a demonstration of WebFocus software that staff is recommending for purchase. He told Commissioners that inasmuch as the FY06 Work Program includes data base integration as a major objective, he and the deputy directors have been searching for a company to meet this objective. He introduced Ms. Nacci who presented the WebFocus software program along with Ms. Dunaway who showed the program in detail. Ms. Nacci and Ms. Dunaway answered some general questions from the Commission. Mr. Gordon noted that an agenda item for the March business meeting would address the budget amendment process to purchase this software.

OLD AND UNFINISHED BUSINESS

Vice Chairman Kriege asked if the Minutes of the February 22, 2006, meeting were acceptable or if anyone had any additions/corrections. Commissioner Litzler noted a correction on Page 2, Paragraph 2 to add the word "agenda" after March 2.

Commissioner Grubbs made a motion to accept the Minutes of February 22, 2006 as amended and Commissioner Weaver seconded the motion. Chairman Kriege asked for a roll call vote which found Commissioners Grubbs, Weaver, Litzler, Spoor, and Vice Chairman Kriege in favor. Commissioner Noll did not vote. The motion passed.

Chairman Kriege asked for a report from legal counsel. Mr. Edmondson noted that the Kenton County Planning Commission approved the SOB text amendment recommendations and those amendments will now be sent to all legislative bodies.

Chairman Kriege asked for update reports from Mr. Gordon.

Mr. Gordon said he would pursue getting further information on the WebFocus software and work with legal counsel before submitting a budget amendment to the Commission. Vice Chairman Kriege noted he would like to have a complete breakdown of the costs of the WebFocus program which would include on-going maintenance. Commissioner Litzler noted he would like an evaluation of what the basic program will provide and any customization that will be needed to assure that there aren't going to be any surprises. Some discussion ensued regarding whether to do a budget amendment or just to have the purchase show up as a line item. Mr. Edmondson suggested a budget amendment would be necessary. Mr. Gordon said he hoped to have the answers by the next meeting.

Mr. Gordon noted that the rescheduled April 5 meeting was in conflict with the Fort Wright Council meeting. After some discussion, the April 5 meeting was moved up to start at 4:00 PM.

Mr. Gordon noted that the recently cancelled Code Enforcement Board training will be rescheduled and a new date announced.

Mr. Gordon stated he had received the draft FY05 audit and that he can now meet with Commissioner Spoor to discuss the carry over monies and how best to use them.

Mr. Gordon noted that he had attended Covington's most recent city commission meeting in regard to the One Stop Shop electrical inspection program. He gave some brief highlights of the meeting and noted that he felt electrical contractors' concerns were decreasing. He said that staff is willing to meet with the contractors to resolve any problems or issues they still have.

Mr. Gordon recommended a proposed amendment to the NKAPC Personnel, Regulations, Policies, and Procedures Manual regarding cash incentives for employees opting out of the Commission's health insurance program. He also provided wording for a proposed motion:

".....to authorize an amendment to the NKAPC personnel, Policies, Regulations, and Procedures Manual to provide a cash incentive to employees who opt out of NKAPC health insurance or who choose a coverage level less than that for which he/she is eligible. The cash incentive would be accrued on a monthly basis (January through December) at a rate of half the savings afforded to the Commission. Payment would be made at the end of the calendar year. Employees would have to show proof of coverage with another insurance provider to be eligible for participation in this program."

Commissioner Grubbs moved acceptance of the proposed motion; Commissioner Noll seconded the motion for discussion purposes.

Commissioner Noll noted he felt that Mr. Gordon should obtain additional information from employees and from Sherrill Morgan to ensure that the employee has proof of insurance coverage and to ensure that this action has no effect on the Commission's contract with Humana. Commissioner Litzler suggested that we have a representative from Sherrill Morgan present at the next meeting to address concerns and bring a copy of the contract. After further discussion and expressions of concern regarding actions that might jeopardize insurances rate for the future, Commissioner Noll made a motion to table Commissioner Grubb's motion until further information is received; Commissioner Litzler seconded the motion. Vice Chairman Kriege asked for a roll call vote which found Commissioners Noll, Litzler, Grubbs, Spoor, Weaver and Vice Chairman Kriege in favor. The motion passed unanimously.

Vice Chairman Kriege asked for reports from commission and committee members.

Commissioner Noll noted that the Municipal Government League of Northern Kentucky (MGLNK) meeting would be on March 16 at 6:00 PM at the Wilder City Building. He noted that the Long Range Planning Committee had met and that the contract with the engineering consultant for the roundabout study is being finalized. He noted that the South Banklick study is progressing nicely and that staff is doing a good job of being proactive. He then expressed sentiments on being proud to be a member of the NKAPC and complemented a number of initiatives that staff has pursued over the past several years and thanked Mr. Gordon for "turning things around."

Commissioner Spoor noted he too was proud to be a member of the NKAPC and expressed his gratitude to all those who had extended sympathies with cards and letters on the death of his father.

Mr. Edmondson stated that State Representative Arnold Simpson had just informed him that the code enforcement legislation had passed through both the Kentucky House and Senate and been sent on to the Governor's office for signature.

Vice Chairman Kriege asked if there were any other comments or business to come before the Commission. There being no further business, he adjourned the meeting with unanimous consent at 6:40 PM.

Tom Kriege, Vice Chairman

Dennis Andrew Gordon, FAICP
Executive Director/Secretary