

**Northern Kentucky Area Planning Commission  
Meeting Minutes: September 13, 2006**

Chairman Bill Goetz 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 members was as follows.

	<b>Term</b>	<b>Present</b>	<b>Absent</b>
Chairman Bill Goetz	May 2006 through May 2008	<b>X</b>	
Vice Chairman Tom Kriege	May 2006 through May 2008	<b>X</b>	
Treasurer Tom Litzler	May 2006 through May 2008	<b>X</b>	
Commissioner Gloria Grubbs	May 2006 through May 2008	<b>X</b>	
Commissioner Lou Noll	May 2005 through May 2007	<b>X</b>	
Commissioner Dick Spoor	May 2005 through May 2007	<b>X</b>	
Commissioner Gene Weaver	May 2005 through May 2007	<b>X</b>	

Also present were: Dennis Andrew Gordon, FAICP, Executive Director; Keith Logsdon, AICP, Deputy Director for Long-Range Planning; Michael Schwartz, AICP, Deputy Director for Current Planning, Scott Headlee, Principal Zoning Official; and, Gail Deatherage, Administrative Assistant..

Commissioner Noll gave the invocation and Chairman Goetz led the Pledge of Allegiance.

**ACCEPTANCE OF AGENDA**

Chairman Goetz asked for review of the agenda. Chairman Goetz noted he would like to move agenda Item #5 for later discussion and action. Commissioner Kriege made a motion to accept the agenda as amended; Commissioner Weaver seconded the motion. Chairman Goetz asked for a voice vote on the motion which found unanimous approval. The motion passed.

**PUBLIC HEARING PER KRS 132.023**

Chairman Goetz opened a public hearing on the 2006 NKAPC tax levy at 5:16 PM. He stated that the Northern Kentucky Area Planning Commission is required to take public testimony prior to setting its tax rate for the year. He stated that this public hearing is being held for the purpose of listening to citizen comments on this proposed tax. After calling for public comments, he noted there was no one present to speak on the issue and closed the hearing at 5:17 PM. He stated that action on the tax rate would be taken later on the agenda.

**ONGOING AND UNFINISHED BUSINESS**

Chairman Goetz asked if the Minutes of the August 23, 2006, business meeting were acceptable or if anyone had any additions/corrections. Commissioner Noll made a motion to accept the Minutes as presented; Commissioner Weaver seconded the motion. Chairman Goetz asked for a roll call vote which found Commissioners Noll, Weaver, Grubbs, Litzler, Kriege, Spoor, and Chairman Goetz in favor. The motion passed.

Chairman Goetz asked for a report from legal counsel. In Mr. Edmondson's absence, Mr. Gordon noted that a suit has been filed by the City of Taylor Mill against Conrad, the Kenton County Planning Commission, and its individual members. He also gave some overview comments on the dissolution of the City of Visalia. In that regard, he stated that Kenton County Fiscal Court was pursuing zoning regulations for the area and that the Kenton County Planning Commission would review the proposed map amendments at its November meeting.

Chairman Goetz asked for update reports from the executive director.

Mr. Gordon introduced Mr. Schwartz who introduced Scott Headlee, Principal Zoning Official in the current planning department. Mr. Headlee gave some brief personal background information and Chairman Goetz welcomed him to the staff.

Mr. Gordon reminded members of his informal, on-going discussions with Robert Horine, Campbell County Administrator, for professional planning services. He reported that Campbell County Fiscal Court decided to hire additional staff for its planning department rather than contract with NKAPC. He then gave some further background on the decision.

Mr. Gordon noted that the City of Cold Spring had been approved for state-level building code jurisdiction that would be administered by NKAPC. He then gave some history on the inspection process by staff.

Mr. Gordon asked Mr. Logsdon to give some brief comments on the Independence Downtown Small Area Study. Mr. Logsdon responded and described the progress, timeline, and working relationship with the City, noting staff has been working toward this project for almost a year. Mr. Logsdon answered some general questions from commission members.

Mr. Gordon gave some brief background on the recent vote by the Kenton County Planning Commission on the South Banklick Small Area Study, noting that members approved it 12-4. Some general discussion ensued with regard to the small area study and the process.

Mr. Gordon reminded members that the next Area Planning Council meeting would be on October 30 at Twin Oaks. He said that if anyone had suggestions for the program or speaker to please let him know.

Mr. Gordon advised the Commission that he had presented information on the proposed buy out of staff's unused pre-FY04 vacation leave to the 27 staff members holding leave. He reported that at this time there has been little, if any questions, comments, or concerns expressed.

Mr. Gordon stated that staff is now accepting credit card payments and is in the process of resolving issues associated with credit card payments on line.

Chairman Goetz noted he would like to move discussion of agenda Item #9 to follow Item #14. No objections were expressed.

Chairman Goetz asked if there were any questions for the executive director; there were none.

Chairman Goetz asked for reports or comments from committees or individual members.

Commissioner Grubbs noted she is looking forward to working with staff on the revised Personnel, Regulations, Policies, and Procedures Manual.

Commissioner Noll noted he had attended the LRP committee meeting.

Commission Spoor noted that the Park Hills Council had recently discussed allowing its employees to opt out of insurance coverage. He reported that his comments regarding NKAPC's experience with this issue was helpful to the Council.

Commissioner Weaver noted that he had recently had a nice experience with Kevin Linn of the Commission's GIS staff on his request for an aerial photo.

Chairman Goetz reminded members of the upcoming meeting of the Northern Kentucky Municipal Government League and urged members to attend to hear Mr. Gordon's presentation.

### **Discussion / Long-Range Operations Committee Meeting of the Whole**

Mr. Gordon gave some background on the issue to be discussed: dissolution of mapping reserves; unencumbered balance from FY06; proposed reserve funds; allocation of mapping reserves, etc. He reminded members that they had received a copy of discussion issues (attached to the original Minutes) and then led the discussion through Question 8. At this time, Chairman Goetz noted that some members had to leave by 7 PM and suspended discussion on the balance of the issues until the September business meeting.

### **New Business**

Mr. Gordon reported that a draft interlocal agreement with the City of Independence had been prepared to pursue a Downtown Small Area Study. He recommended the Commission authorize the Chair to sign it. Commissioner Grubbs made a motion to authorize the Chairman to sign the interlocal agreement; Commissioner Kriege seconded the motion. Chairman Goetz asked if there were any questions; there were none. He then asked for a roll call vote which found Commissioners Grubbs, Kriege, Noll, Litzler, Spoor, Weaver, and Chairman Goetz in favor. The motion passed unanimously.

Chairman Goetz read Resolution Number 805 (attached to the original Minutes). Commissioner Weaver made a motion to adopt the resolution as presented; Commissioner Litzler seconded the motion. Chairman Goetz asked if there were any questions; there were none. He then asked for a roll call vote, which found Commissioners Weaver, Litzler, Grubbs, Kriege, Noll, and Spoor, and Chairman Goetz in favor. The motion passed unanimously.

Chairman Goetz noted that after discussion the Commission had reached consensus to increase the executive director's salary for FY07 based on his performance in FY06. Commissioner Grubbs made a motion to increase the executive director's salary by 4.5 percent; Commissioner Weaver seconded the motion. Chairman Goetz asked if there were any questions; there were none. He asked for a roll call vote which found Commissioners Grubbs, Weaver, Noll, Litzler, Spoor, Kriege, and Chairman Goetz in favor. The motion passed unanimously.

Chairman Goetz 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 7:05 PM.

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Bill Goetz, Chairman

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Dennis Andrew Gordon, FAICP  
Executive Director/Secretary