

**Northern Kentucky Area Planning Commission
Meeting Minutes: July 11, 2007**

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.

	Term	Present	Absent
Chairman Bill Goetz	May 2006 through May 2008	X	
Vice Chairman Tom Kriege	May 2006 through May 2008	X	
Treasurer Tom Litzler	May 2006 through May 2008	X	
Commissioner Gloria Grubbs	May 2006 through May 2008	X	
Commissioner Lou Noll	May 2007 through May 2009	X	
Commissioner Billy Bradford	May 2007 through May 2009	X	
Commissioner Gene Weaver	May 2007 through May 2009	X	

Also present were: Mike Schwartz, AICP, Deputy Director for Current Planning; Keith Logsdon, AICP, Deputy Director for Long Range Planning; Dan Batta, Planning Intern; Stacy Hege, Legal Counsel; Garry Edmondson, Legal Counsel, Dennis Andrew Gordon, FAICP, Executive Director, 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 and a motion for acceptance. Commissioner Litzler made a motion to accept the agenda as presented; Commissioner Grubbs seconded the motion. Chairman Goetz asked for a voice vote on the motion which found unanimous approval. The motion passed.

ONGOING AND UNFINISHED BUSINESS

Chairman Goetz asked if the Minutes of June 13, 2007, business meeting were acceptable or if anyone had any additions/corrections. Commissioner Weaver made a motion to accept the Minutes as presented; Commissioner Kriege seconded the motion. Chairman Goetz asked for a roll call vote which found Commissioners Weaver, Kriege, Litzler, Noll, Grubbs, Bradford, and Chairman Goetz in favor; the motion passed.

Chairman Goetz asked if the Minutes of June 28, 2007 special meeting were acceptable or if anyone had any additions/corrections. Commissioner Grubbs made a motion to accept the Minutes as presented; Commissioner Noll seconded the motion. Chairman Goetz asked for a roll call vote which found Commissioners Grubbs, Noll, Bradford, and Chairman Goetz in favor; the motion passed; Commissioners Weaver, Kriege, Litzler did not vote. Motion passed.

Chairman Goetz noted members had received copies of the May 2007 Financial Report (attached to the original Minutes) and that the report represented 93percent of the fiscal year. Mr. Gordon explained

various line items for Commission members' information and answered some questions. Chairman Goetz expressed some concern on beginning balance figures and Mr. Gordon noted he would address this in the June report. Commissioner Weaver made a motion to accept the April 2007 financial report as presented for audit; Commissioner Noll 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, Noll, Bradford, Grubbs, Litzler, Kriege, and Chairman Goetz in favor. The motion passed unanimously.

Chairman Goetz asked for a report from legal counsel. Mr. Edmondson stated there was nothing new to report. Chairman Goetz asked about the fax the Planning Commission received from Ms. Cobble and if Mr. Edmondson had responded to it. Mr. Edmondson noted he would check into the matter and would draft an appropriate response. There were no other questions for legal counsel.

Mr. Gordon gave some brief background information on his association with new planning intern Dan Batta. He then introduced Mr. Batta who gave some brief comments on his personal and professional background, noting he would be working on the NKAPC emergency preparedness plan. He also gave a brief overview of the handout he provided to the members and answered some general questions. Chairman Goetz welcomed Mr. Batta to the Commission.

Mr. Logsdon reminded members of the Independence Downtown Small Area Study meeting on July 23 at 7 PM and then gave some brief overview of the study.

Mr. Gordon gave members an update on the new security/surveillance system being installed in the building and answered some general questions from members.

Mr. Gordon noted that he had recently dismissed an employee. He noted that the human resource administrator and legal counsel had been involved in the dismissal process.

Mr. Gordon reminded members that a draft of the new personnel, policies, and procedures manual had been submitted to an employment attorney for review. He reported that he had received comments from this review process and that he and Ms. Crabb were reviewing them. He also gave a brief overview on the issue of exempt vs. non-exempt employment status and how this could possibly affect payment to our inspectors. He noted that he had asked Mr. Edmondson to review case law and administrative rulings to assist in this process.

Mr. Logsdon invited members to the staff's United Way Cookout and Cornhole Tournament on Thursday, July 12. He urged members to attend.

Chairman Goetz asked for comments and reports from members.

Commissioner Noll noted that he had not attended the Long Range Planning Committee meeting. Commissioner Weaver, who had attended the meeting, gave some brief highlights on various issues discussed such as the Park Hills historical study, Independence Downtown Small Area Study, etc.

Commissioner Litzler asked about the timetable for model sign regulations. Mr. Gordon responded that the draft of the recommended sign moratorium would be on the Kenton County Planning Commission (KCPC) agenda for August 2 and that planning is in the early stages on how to proceed with the model sign ordinance. Commissioner Noll expressed concern over not getting the moratorium to the cities until August and wondered if there could be a special meeting of the KCPC before August. Mr. Schwartz noted that due to required legal advertising, a special meeting would not be possible. He reported further that staff would have the moratorium ready to mail out to the cities on August 3.

Chairman Goetz reminded members of the Mayors Group Meeting at the Red Barn in Ryland Heights on Saturday, July 21. He also mentioned his concern of an issue in the Dixie Fix Study regarding the timing

of traffic lights in certain areas on Dixie Highway. Mr. Logsdon explained that staff would give these concerns to the Kentucky Transportation Cabinet.

Chairman Goetz also urged Commissioner (and Elsmere Mayor) Bradford to work with and utilize NKAPC staff for codes administration services and suggested that possibly the staff could make a presentation of what NKAPC offers at a future Elsmere Council meeting. Commissioner Bradford noted he would be interested in having staff make a presentation to Council.

DISCUSSION

Mr. Gordon noted that members had received a copy of a draft of potential amendments to KRS 100.193 and 100.197 relative to the comprehensive plan's statement of goals and objectives (copy attached to the Original Minutes). Mr. Logsdon gave an overview on the background of the changes necessary. He then answered some general questions from the members. Commissioner Noll made a motion to support the pursuit of amendments to KRS 100.193 and KRS 100.197 relative to the comprehensive plan's statement of goals and objectives; Commissioner Weaver 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 Noll, Weaver, Grubbs, Bradford, Litzler, Kriege, and Chairman Goetz in favor. The motion passed unanimously.

NEW BUSINESS

Chairman Goetz noted he had the paperwork for the KACo loan application for FY08 interim funding and asked for authorization for him to sign it. Commissioner Noll made a motion to authorize the Chairman to sign the KACo loan application; Commissioner Litzler seconded the motion. Chairman Goetz asked if there were any question; there were none. He then asked for a roll call vote which found Commissioners Noll, Litzler, Bradford, Grubbs, Litzler, Kriege, Weaver, and Chairman Goetz in favor. The motion passed unanimously.

Chairman Goetz distributed a review form for Mr. Gordon's FY07 performance and asked commission members to submit their responses to him as soon as possible. Mr. Gordon noted he would forward the performance review form in electronic format for commissioners to submit their comments to Chairman Goetz.

Some discussion ensued with regard to the FCC and the new rules for cable franchises using cities' rights of way without their permission. Commissioner Noll noted he felt this is something that planning commissions should be concerned about and felt cities should be made aware of these new rules. Commissioner Litzler noted that he was aware of this issue, being a member of the Cable Board.

Chairman Goetz 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 6:37 PM.

Bill Goetz, Chairman

Dennis Andrew Gordon, FAICP
Executive Director/Secretary