

**Northern Kentucky Area Planning Commission
Meeting Minutes: May 14, 2008**

Chairman Bill Goetz called the monthly discussion forum/annual meeting of the Northern Kentucky Area Planning Commission to order at 5:00 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 2008 through May 2010	X	
Vice Chairman Tom Kriege	May 2008 through May 2010	X	
Treasurer Tom Litzler	May 2008 through May 2010	X	
Commissioner Billy Bradford	May 2007 through May 2009	X	
Commissioner Paul Meier	May 2008 through May 2010	X	
Commissioner Lou Noll	May 2007 through May 2009		X
Commissioner Gene Weaver	May 2007 through May 2009	X	

Also present were: Mayor Katherine Terwort, Lakeside Park; Kenton County Commissioner Dan Humpert; Mike Schwartz, AICP, Deputy Director for Current Planning; Stacy Tapke, Legal Counsel; Dennis Andrew Gordon, FAICP, Executive Director; and, Gail Deatherage, Administrative Assistant.

Chairman Goetz led the members in silent prayer and asked members to keep Commissioner Noll in their prayers. He then led the Pledge of Allegiance.

OATH OF OFFICE

Ms. Tapke administered the oath of office to Commissioners Goetz, Kriege, Litzler, and Meier. Each will serve a two-year term.

ELECTION OF OFFICERS

Chairman Goetz reminded members that the bylaws call for election of officers during this annual organizational meeting. He opened the floor for nominations. Commissioner Weaver nominated Commissioner Goetz as chairman; Commissioner Bradford seconded the motion. The roll call vote was unanimous and Commissioner Goetz was re-elected Chairman. Commissioner Weaver nominated Commissioner Kriege as vice-chairman; Commissioner Litzler seconded the motion. The roll call vote was unanimous and Commissioner Kriege was re-elected Vice Chairman. Commissioner Weaver nominated Commissioner Litzler for treasurer; Vice Chairman Kriege seconded the motion. The roll call vote was unanimous and Commissioner Litzler was re-elected Treasurer.

Ms. Tapke administered the oath of office to the newly-elected officers. (Mr. Gordon, in his role as executive director will serve as secretary to the Commission.)

ACCEPTANCE OF AGENDA

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

Chairman Goetz asked if the Minutes of April 23, 2008, business meeting were acceptable or if anyone had any additions/corrections. Commissioner Bradford made a motion to accept the Minutes as presented; Commissioner Litzler seconded the motion. Chairman Goetz asked for a roll call vote which found Commissioners Bradford, Litzler, and Chairman Goetz in favor; Commissioners Kriege and Weaver abstained and Commissioner Meier did not vote. The motion passed.

Chairman Goetz noted members had received a copy of the final draft FY09 budget. Mr. Gordon, noting that after discussion with legal counsel, he was recommending that the legal counsel retainer be moved from Contracts/Services (Contractual Commitments line) to Professional Staff (Temporary/Contractual Obligations line). He reported this would allow the Commission to provide legal counsel's remuneration in cash and a contribution to the County Employees Retirement System (CERS). He stated that the split payment would not result in increased payments to legal counsel—that the total payment would remain as originally proposed in the initial draft FY09 budget. Commissioner Litzler recommended that the Commission's contract with Mr. Edmondson be amended to memorialize this new arrangement. Mr. Gordon responded that he would talk with Mr. Edmondson.

Mr. Gordon answered some general questions regarding the FY09 budget from members and after some further brief discussion, Chairman Goetz asked for a motion to recommend the proposed FY09 budget to the Area Planning Council Budget Review Committee. Commissioner Litzler made a motion to recommend the proposed FY09 Budget; Commissioner Weaver seconded the motion. Chairman Goetz asked for a roll call vote which found Commissioners Litzler, Weaver, Meier, Bradford, Kriege, and Chairman Goetz in favor. The motion passed unanimously

Chairman Goetz asked for a report from legal counsel. Ms. Tapke noted she nothing to report.

Chairman Goetz recessed the meeting at 5:35 PM and reconvened it at 5:40 PM.

Chairman Goetz noted that a quorum of the Area Planning Council Budget Review Committee was not present and those present could not take action on the Commission's recommendation regarding the proposed FY09 budget. He thanked Mayor Terwort and Commissioner Humpert for coming to the meeting.

Mr. Gordon noted that members had received a copy of a report on fee-based revenue to date (copy attached to the original Minutes). He gave some brief updated information on revenue.

Mr. Gordon reported that the recent board of adjustment training session had been well attended. He also noted that Mr. Pike had conducted the session at no charge.

Mr. Gordon updated members on his discussions with Pendleton County Fiscal Court, noting that members are preparing their first zoning ordinance and that they will be going through the RFQ process for professional administration assistance. He noted that it is the Commission's policy not to compete with the private sector and will not be submitting a response to the RFQ.

Mr. Gordon reminded members that the Kenton County Planning Commission meeting on June 5 will be the public hearing on model sign regulations. He gave some further overview on the regulations, noting that Dr. Kelley, the author of the regulations, would be at this meeting to make the presentation to the Planning Commission.

Mr. Gordon gave a brief update on the OKI fiscal impact analysis project, noting it is moving forward. He reported that Independence would be the project city.

Mr. Gordon informed members that nine area banks had provided proposals in response to the Commission's RFP for banking services. He reported he will be present his recommendation at the Commission's meeting on May 28.

Some general questions were asked regarding the sign regulations and both Mr. Gordon and Mr. Schwartz answered them.

(Commissioner Bradford left the meeting at 6:20 PM.)

Mr. Gordon noted members had received a copy of the proposed draft FY09 annual work program (copy attached to the original Minutes) and gave some highlights of the document.

Mr. Gordon noted members had received staff's final recommended proposal for implementing provisions of KRS 147.680 regarding "facilities of area-wide significance" (attached to the original Minutes). After some brief discussion, Commissioner Kriege made a motion to approve the proposal; Commissioner Litzler seconded the motion. Chairman Goetz asked if anyone had any questions; there were none. He asked for a roll call vote which found Commissioners Kriege, Litzler, Meier, Weaver, and Chairman Goetz in favor. The motion passed unanimously

Chairman Goetz asked for comments and reports from members.

Commissioner Meier stated that the Transportation Cabinet had provided him with information on the engineering design for completion of Turkeyfoot Road from south of Thomas More Parkway to the I-275 eastbound ramp.

Commissioner Weaver noted he had attended the long-range planning committee meeting to review proposed projects in Covington, Independence, and the Linden Grove area.

NEW BUSINESS

Mr. Gordon recommending a proposal to amend the Commission's reimbursement rate for use of inspector's private vehicles for inspections; the proposed rate is 63 cents per mile based on research provided by HR Administrator Jan Crabb. He gave some overview of the recommendation, noting the raise would be retroactive to May 1 and that the present rate is 56.2 cents per mile. After some discussion with regard to the rate change and IRS regulations, Commissioner Weaver made a motion to approve the recommendation to increase the mileage rate for use of private vehicles by inspectors to 63 cents per mile; Commissioner Kriege seconded the motion. Chairman Goetz asked if anyone had any questions; there were none. He asked for a roll call vote which found Commissioners Weaver, Kriege, Litzler, Meier, and Chairman Goetz in favor. The motion passed unanimously

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 6:55 PM.

Bill Goetz, Chairman

Dennis Andrew Gordon, FAICP
Executive Director/Secretary