

**Northern Kentucky Area Planning Commission
Meeting Minutes: February 17, 2009**

Chairman Bill Goetz called the monthly business meeting of the Northern Kentucky Area Planning Commission to order at 5:20 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 Sherry Carran	July 2007 through May 2009	X	
Commissioner Paul Meier	May 2008 through May 2010	X	
Commissioner Gene Weaver	May 2007 through May 2009	X	

Also present were: Brian Sims, Deputy Director for Building Codes Administration; Steve Dahlheimer, Principal Building Official; Lori Remley, Administrative Assistant; Stacy Tapke, Legal Counsel; and, Dennis Andrew Gordon, FAICP, Executive Director.

Chairman Goetz asked for a moment of silent prayer and led the Pledge of Allegiance.

ACCEPTANCE OF AGENDA

Chairman Goetz asked that Items 11 and 12 of the proposed agenda be heard after Item 5. He then asked for a motion for acceptance of the revised agenda. Commissioner Kriege made a motion to accept the agenda as proposed and amended by Chairman Goetz; Commissioner Litzler seconded the motion. Chairman Goetz asked for a voice vote on the motion which found unanimous approval. The motion passed.

ONGOING BUSINESS

Chairman Goetz asked if the Minutes of the January 20 monthly business meeting were acceptable or if anyone had any additions/corrections. There being no additions/corrections, Chairman Goetz asked for a motion to accept the minutes as presented. Commissioner Kriege made a motion to accept the January 20 minutes as presented; Commissioner Litzler seconded the motion. Chairman Goetz asked for a role call vote on the motion which found Commissioners Kriege, Litzler, Carran, and Chairman Goetz in favor of the motion. Commissioner Meier abstained from the vote and Commissioner Weaver stepped out of the meeting prior to the vote. The motion passed unanimously.

Mr. Gordon gave a brief overview of the January financial report. After a brief discussion, Mr. Gordon asked members to contact him with any questions once they reviewed the report.

Chairman Goetz asked for a review of dates and discussion topic options for the Commission's annual planning session. He suggested that members postpone discussion of the executive director's salary until the planning session and the other members were in agreement. Possible dates and times for the annual planning session were discussed and members agreed to meet on March 2 at 4:30 PM.

Chairman Goetz asked for a review of a proposal to change the Commission's regular monthly meetings to 5:15 PM on the third Wednesday of March, April and May; he stated that the Commission will set the FY10 meeting schedule during its annual May reorganization meeting. After some discussion, Chairman Goetz asked for a motion. Commissioner Carran made a motion to change the meetings to 5:15 PM on the third Wednesdays of March, April and May; Commissioner Weaver seconded the motion. Chairman Goetz asked for a role call vote on the motion which found Commissioners Carran, Weaver, Kriege, Litzler, Meier, and Chairman Goetz in favor of the motion. The motion passed unanimously.

Commissioner Carran left the meeting at this time.

Chairman Goetz asked for comments from Ralph Grieme, NKAPC representative to the OKI Executive Committee and Board of Directors. Mr. Grieme provided members with an update on the Brent Spence Bridge project. He stated that the toll issue had been tabled for now and that the main focus was alignment of the new bridge. He indicated that the current hot topic is the federal stimulus package. In order to qualify for these funds, all transportation projects must go through the regional metropolitan planning organization (OKI); must be able to start work within six months and be complete within eighteen months; and must create jobs. He advised members that the list of projects would continue to be revised until the stimulus funds are awarded.

Chairman Goetz then asked for the report from the Building Codes Administration Department. Mr. Sims advised members that the workload is down. He indicated that the inspectors' hours had been cut by seven hours per week and that, like all other employees, the inspectors had taken a voluntary five percent pay cut.

Mr. Sims stated that his staff has been cleaning up and closing old files, working on building maintenance, and had been attending Kentucky Board of Housing, Buildings, and Construction meetings in Frankfort. He advised members that they will be working with local fire marshals soon on code enforcement issues since Frankfort has ruled that commercial and industrial sites fall under the *Kentucky Standards of Safety* code rather than the *International Property Maintenance Code*. After some discussion, Mr. Sims introduced Steve Dahlheimer.

Mr. Dahlheimer provided information regarding plan review and inspections that take place during the construction process, i.e. footing, foundation, framing, etc. He stated that all of the inspections are done to ensure public safety and performance, as well as saving lives. Mr. Dahlheimer also indicated that an inspector's job is different every day and from job to job; that inspectors have to be flexible and knowledgeable of the various codes; and that inspectors must be able to work with contractors. At this time there was a question and answer session.

Chairman Goetz asked for a report from legal counsel. Ms. Tapke stated that there was nothing new to report.

Chairman Goetz asked for a report from the executive director. Mr. Gordon reviewed fee-based-revenue-to-date figures that had been provided to members and discussed the impact the recent cutbacks would have over the next four months.

Mr. Gordon advised members that a decision needed to be made regarding their attendance at the upcoming APA National Conference. Due to the recent cutbacks and budget issues, members agreed that they would not be attending the conference this year. Mr. Gordon stated that he would be making the decision whether to send a small number of staff shortly.

Mr. Gordon informed members that work is still being done in an attempt to save energy. This is a direct result of the last two energy bills received from Duke – both of which were \$5,200. He stated that the building inspectors had been caulking and insulating around the HVAC units. Additionally, he indicated that the preliminary estimates for window replacement throughout the building are just over \$100,000.

Mr. Gordon advised members that they had been provided a copy of the decision by the Kentucky Department of Revenue regarding ad valorem taxes.

Commissioner Litzler left the meeting at this time.

Mr. Gordon provided members with information regarding House Bill 250 and Senate Bill 72. After some discussion, Mr. Gordon assured members that he would continue to monitor these bills.

Mr. Gordon provided members with the results of the Lou Noll Symposium online survey. He indicated that the feedback received has been positive.

Mr. Gordon advised members that a request had been received from the City of Fort Mitchell requesting help with signage inventory. He indicated that a proposal was being drafted and that this project could result in additional revenue.

This concluded Mr. Gordon's report.

Chairman Goetz asked if there were any reports from committees or members. Commissioner Weaver provided members with an update regarding the recent Long-Range Planning Committee meeting.

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 approximately 7:00 PM.

Bill Goetz
Chairman

Dennis Andrew Gordon, FAICP
Executive Director/Secretary