

**Northern Kentucky Area Planning Commission**  
**Meeting Minutes: February 23, 2005**

Chairman Bill Goetz called the monthly business meeting of the Northern Kentucky Area Planning Commission to order at 5:15 PM in the Council Chambers of the Fort Mitchell City Building. Attendance of the members was as follows.

Term Present Absent

Chairman Bill Goetz May 2004 through May 2006 X  
Vice Chairman Paul Hahn May 2003 through May 2005 X  
Treasurer Tom Kriege May 2004 through May 2006 X  
Commissioner Billy Bradford May 2003 through May 2005 X  
Commissioner Afton Kordenbrock May 2004 through May 2006 X  
Commissioner Tom Litzler May 2004 through May 2006 X  
Commissioner Lou Noll May 2003 through May 2005 X

Also present were: Dennis Andrew Gordon, FAICP, Executive Director; and, Garry Edmondson, legal counsel.

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

ACCEPTANCE OF AGENDA

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

OLD AND UNFINISHED BUSINESS

Chairman Goetz asked if the minutes of the February 9, 2005, discussion forum were acceptable or if anyone had any additions/corrections. Commissioner Kordenbrock made a motion to accept the minutes as presented; Commissioner Litzler seconded it. Chairman Goetz asked for a roll call vote, which found Commissioners Kordenbrock, Litzler, Hahn, Bradford, and Kriege in favor. Chairman Goetz abstained. The motion passed.

Chairman Goetz asked for a financial update. Mr. Gordon reported on several line items' totals and stated that the Commission is in good financial shape. Commissioner Kriege made a motion to accept the report as presented, subject to audit; Commissioner Litzler seconded the motion. Chairman Goetz asked for a roll call vote which found Commissioners Kriege, Litzler, Hahn, Bradford, Kordenbrock, and Chairman Goetz in favor. The motion passed unanimously.

Upon being asked by Chairman Goetz, Mr. Edmondson reported on several issues. He distributed a

letter he drafted to Jim Huff for Mr. Gordon's signature; the letter allows both the NKAPC and Huff Realty to abandon the terms of the lease for space in the Commission's building. (The text of the letter is attached to the original copy of these Minutes.) Mr. Edmondson recommended that the Commission authorize the Chairman to sign the letter so this matter may be closed. Commissioner Kordenbrock moved to authorize Chairman Goetz to sign the letter on behalf of the Commission; Commissioner Bradford seconded the motion. Chairman Goetz asked for a roll call vote which found Commissioners Kordenbrock, Bradford, Kriege, Litzler, Hahn, Noll, and Chairman Goetz in favor. The motion passed unanimously.

Chairman Goetz asked Mr. Edmondson about the law suit filed against Sanitation District #1 (SD1), specifically his feelings about the merits of the case. Mr. Edmondson responded that he felt the case has merit. He said he didn't believe SD1 held the authority to pursue stormwater management and that the agency has "got problems."

Chairman Goetz asked for update reports from Mr. Gordon.

Mr. Gordon gave an overview of progress on renovation of the building. He noted the work on Phase I (first floor and lower level) is proceeding well. He reported that workmen were in the process of painting walls and installing the new ceiling grids. He also said that the HVAC contractor had found a possible reason for some of the mold that had grown in and around the wall units. The cases in which the units set are supposed to be tilted towards the outdoors to drain any moisture that condenses. Mr. Gordon stated that this wasn't the case with a few of the units, leading to the problem. He said the HVAC contractor was making the needed adjustments as they were servicing the units. Mr. Gordon also reported that Kramer Feldman had been paid their first "draw" of approximately \$138,000.

Commissioner Kordenbrock asked Mr. Gordon to prepare an accounting of where the project stands monetarily for the next meeting. Mr. Gordon apologized for not having the information for this meeting and said he had been swamped with a number of other matters. He said he would have the report for the 09 March meeting.

Regarding the One Stop Shop program, Mr. Gordon said staff is waiting on the ordinance that will create the Kenton County Unified Code Enforcement Board before taking fees paperwork back to the cities and Fiscal Court for final action. Mr. Edmondson is working on this ordinance to be submitted to the Fiscal Court. Mr. Gordon appeared before the Covington City Commission last week to explain the program. He said the idea was received well and he expects the city to join the program by the time it goes operational. He said staff is looking to activate the One Stop Shop program when the list of participating communities reaches ten, which will be soon. He stated his belief that the program will have 14 or 15 participants within the first year but hesitated on stating a date by which that count might be achieved. He concluded his comments on this subject with an update on the Pentamation software that will oversee the program and provide its web component. The contract has been signed and training will be scheduled within the next month.

Mr. Gordon distributed preliminary handouts for a pavement management seminar the infrastructure engineering staff is hosting on Tuesday 29 March at Thomas More.

Chairman Goetz asked Mr. Gordon to update the Commission on bylaw amendments being pursued by

the Kenton County Planning Commission (KCPC). Mr. Gordon responded that it has been a number of years since the KCPC undertook a comprehensive review and updating of its bylaws. He said that amendments to the Kenton County Subdivision Regulations had prompted some changes to the bylaws so staff seized the opportunity and worked on overhauling the document; the KCPC's Bylaws Committee was also involved with the effort. Mr. Gordon reported that a final draft was to be sent soon to KCPC members and that action on the document and the subdivision regulations was scheduled for their March meeting.

In moving on to the next item on the agenda, Chairman Goetz referenced a synopsis of comments provided by individual members regarding the executive director's FY04 performance. He asked the Commission members how they wanted to proceed with merit pay for Mr. Gordon. After considerable discussion, Commissioner Kriege made a motion to authorize the Chairman and Mr. Gordon to negotiate an amount equal to the highest amounts percentage wise given to staff for Fiscal Years 2003 and 2004 and to bring it back to the Commission; Commission Hahn seconded the motion. Upon further discussion it was suggested that a special meeting be called for Monday evening 28 February following the Annual Winter Meeting of the Northern Kentucky Area Planning Council to resolve the matter. Commissioner Kriege accepted the suggestion into his motion. Commissioner Kordenbrock expressed displeasure at calling a special meeting for this purpose and suggested that the matter be handled during the Commission's 09 March meeting. Commissioner Hahn agreed with Commissioner Kordenbrock and withdrew his second. Commissioner Litzler seconded the amended motion. Additional discussion followed. Chairman Goetz asked for a roll call vote on the amended motion which found Commissioners Kriege, Litzler, Hahn, Bradford, and Chairman Goetz in favor. Commissioner Kordenbrock voted no. The motion passed.

During a call for comments and/or reports from Commissioners, Commissioner Kordenbrock expressed concern with the special meeting called for the evening of 28 February. He said he believed the Commission is trying to fix something that isn't broken. No other member had anything to report. 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 6:35 PM.