

Northern Kentucky Area Planning Commission

Meeting Minutes: August 10, 2005

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

	Term	Present	Absent
Chairman Bill Goetz	May 2004 through May 2006	X	
Vice Chairman Tom Kriege	May 2004 through May 2006	X	
Treasurer Afton Kordenbrock	May 2004 through May 2006	X	
Commissioner Tom Litzler	May 2004 through May 2006	X	
Commissioner Lou Noll	May 2005 through May 2007	X	
Commissioner Dick Spoor	May 2005 through May 2007		X
Commissioner Gene Weaver	May 2005 through May 2007		X

Also present were: John Lauber, Deputy Director for Building Codes Administration; Joan Roberts, Associate Secretary; Bill Stenger, Electric Official; Pete Berard; Public Information Coordinator; Andrew Conarro, Principal Secretary/Planning Aide; Dennis Andrew Gordon, FAICP, Executive Director; Garry Edmondson, legal counsel; and Gail H. Deatherage, Administrative Assistant

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

ACCEPTANCE OF AGENDA

Chairman Goetz asked for review and approval of the agenda. Commissioner Kordenbrock made a motion to accept the agenda as presented; Commissioner Noll 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 the July 27, 2005, business meeting were acceptable or if anyone had any additions/corrections. Commissioner Noll noted he would like to add that the Commission consulted with legal counsel in their discussions on a proposed cell tower at Holmes High School and then made a motion to accept the minutes as amended; Commissioner Kriege seconded it. Chairman Goetz asked for a roll call vote, which found Commissioners Noll, Kriege, Kordenbrock, and Chairman Goetz in favor; Commissioner Litzler did not vote. The motion passed.

Upon being asked by Chairman Goetz, Mr. Edmondson noted there was nothing new to report from legal counsel.

Chairman Goetz asked for update reports from Mr. Gordon.

Mr. Gordon noted that several new staff members have been added and asked for introductions. Mr. Lauber introduced the two newest employees in the Building Codes Administration department: Joan Roberts, Associate Secretary, and Bill Stenger, Electric Official. Each gave some brief personal and prior employment background. Mr. Gordon introduced Pete Berard, Public Information Coordinator, who gave some personal background on himself. He also explained some of the areas in which he planned to concentrate and answered some general questions from Commission members. Mr. Gordon introduced Andrew Conarroe, Principal Secretary/Planning Aide in the Long-Range Planning department who also gave some personal and prior employment background. Chairman Goetz welcomed each of the new employees to NKAPC.

Mr. Gordon commented on the upcoming public hearing for the 2005 NKAPC tax levy, noting that the county clerk needs the tax rate by September 15. He stated that he would place this on the NKAPC's scheduled meeting agenda for September 14. He advised that he received assessment figures from Frankfort and would be working on the Commission's proposed 2005 rate over the next several weeks.

Mr. Gordon stated he would like to schedule a picture be taken of Commission members to hang in the hallway of the NKAPC. He said staff would poll each member to assure that all members will be present for the picture.

Mr. Gordon reminded members that he and staff have been meeting with the mayor and city council of Cold Spring on an Interlocal Agreement to replace their present contract with NKAPC. He recounted that the current contract covers matters before the city's planning commission, subdivision plats, infrastructure review and inspection, building code administration, etc. He noted this is work staff is presently doing, but the interlocal agreement format would prompt all permit applications to come through NKAPC. He explained the 100+% cost recovery strategy he was using. He reported as he had in past comments on this subject that the city's council would take the first action on this and that the agreement would then be scheduled for NKAPC action. He indicated that the current schedule had city action being taken on August 22 with Commission ratification scheduled for September 14.

Some discussion ensued with regard to the interlocal agreement and NKAPC's involvement in Campbell County. Commissioner Noll asked about residents coming here from Cold Spring and whether they would agree to this. He also asked if we have sufficient staff to do this work. Mr. Gordon responded that the vast majority of the city's permits come from builders accustomed to dropping off permits at NKAPC. He reminded members that this work is being done by NKAPC staff currently and that this is merely a change in the form of written commitment. Commissioner Kordenbrock expressed concern about entering into a contract in Campbell County. Chairman Goetz noted he is also concerned about whether we will have to hire additional staff to serve Cold Spring. Mr. Gordon explained again that this is not a change in the services we provide to the city, that it is merely bringing them on board to the one stop shop concept and that there is adequate staff to serve them. Commissioner Kordenbrock noted he would like to have a report of monies coming in from Campbell County next time. Mr. Gordon noted he would get this information.

Some discussion ensued with regard to NKAPC's involvement in Campbell County and whether this possibly should be an agenda item for some future meeting. Vice Chairman Kriege responded that NKAPC is an area-wide planning commission and that as long as we are covering all our costs, we should provide service to the counties or cities that need it. He said he didn't believe further discussion was necessary.

Mr. Gordon gave commented on the balance of monies on hand at the end of FY05, noting that although the audit was not complete, that preliminary calculations show that the year was ended with approximately \$320,000 to carry forward. Some discussion ensued with regard to various line items and Mr. Gordon answered commission member's questions.

Mr. Gordon noted that the City of Covington was on board with the One Stop Shop and that Park Hills will be setting its start date soon. He noted that the electrical permit process is improving and that the Crestview Hills Town Center project is creating substantial electrical inspections.

Chairman Goetz asked for members' comments. Commissioner Noll noted that the Long-Range Planning Committee had met with staff and gone over staff recommendations for prioritization of various projects. He gave an overview of the meeting and the goals and objectives of the committee. He concluded by saying that he would have more information for the Commission at some future date.

Mr. Edmondson noted he had met with some citizens from Visalia who have petitioned for dissolution of their city and that he felt this would take place by the end of the year.

Mr. Gordon noted that Ms. Brush was present to give an overview of GIS activities. Ms. Brush showed the Commission the national award the GIS department had received from ESRI. She explained that NKAPC had been nominated by the ESRI representative for Kentucky. She then gave an overview of the LINK GIS aerial photography flown in 2004 for Boone, Kenton, and Campbell Counties, showing areas in Fort Wright, Independence, Taylor Mill, etc. and explained how the aerial photography is used by staff, etc.

Chairman Goetz thanked Ms. Brush for the informative presentation and congratulated her and the rest of the GIS team for their outstanding work.

Chairman Goetz asked if there were any other comments or other business to come before the Commission. There being no further business, he adjourned the meeting with unanimous consent at 7:05 PM.

Bill Goetz, Chairman

Dennis Andrew Gordon, FAICP

Secretary