

**Northern Kentucky Area Planning Commission
Meeting Minutes: May 23, 2007**

Chairman Bill Goetz called the monthly business meeting of the Northern Kentucky Area Planning Commission to order at 5:35 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 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: Stacy Hege, legal counsel; Garry Edmondson, legal counsel; Dennis Andrew Gordon, FAICP, Executive Director; 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 Litzler made a motion to accept the agenda as presented; Commissioner Grubbs seconded the motion. Chairman Goetz asked for a voice vote which found unanimous approval. The motion passed.

OATH OF OFFICE

Mr. Edmondson administered the oath of office to Commissioner Noll. Chairman Goetz congratulated Commissioner Noll on another term on the Commission.

ONGOING AND UNFINISHED BUSINESS

Chairman Goetz asked if the Minutes of the May 9, 2007, discussion forum were acceptable or if anyone had any additions or corrections. Commissioner Litzler made a motion to accept the Minutes as presented; Commissioner Grubbs seconded the motion. Chairman Goetz asked for a roll call vote which found Commissioners Litzler, Grubbs, Noll, Bradford, Kriege, and Chairman Goetz in favor. The motion passed unanimously.

Chairman Goetz noted members had received copies of the April 2007 Financial Report (attached to the original Minutes). Mr. Gordon explained various line items for Commission members' information and answered some questions from Commission members. Commissioner Grubbs

made a motion to accept the April 2007 financial report as presented for audit; Commissioner Bradford 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 Grubbs, Bradford, Noll, Litzler, Kriege, and Chairman Goetz in favor. The motion passed unanimously.

Chairman Goetz asked for a report from legal counsel. Mr. Edmondson gave some general background on the LINK-GIS sexual offenders' website and whether it would be ruled constitutional by the Kentucky Supreme Court. Some general discussion ensued and Mr. Edmondson answered questions from members.

Chairman Goetz asked Mr. Gordon for his update reports.

Mr. Gordon stated he was pleased to announce that staff had received an award from the Kentucky Chapter of American Planning Association (KAPA) for NKAPC's Student Advisory Council which had been formed with local high school students by Jack Kleymeyer and Keith Logsdon. He reported that Mr. Logsdon would be accepting the award at the KAPA Spring Conference. He noted that this was the program presented by the students at the Area Planning Council's fall meeting.

Mr. Gordon noted that he was also pleased to announce that a joint award with OKI was received from National Association of Regional Councils (NARC) for the Dixie Fix Study.

Mr. Gordon noted that members had received a copy of FY08 fee schedule for One Stop Shop (effective July 1, 2007). He gave a brief overview of the contents of the report. He answered some general questions regarding how the program is working, etc.

Chairman Goetz asked if there were any questions for the executive director; there were none.

Commissioner Grubbs asked about the progress with the Kenton County Joint Code Enforcement Board. Mr. Gordon responded that the group would have its first organizational meeting on June 14 and then gave some general overview of the work the board will be doing.

Chairman Goetz noted members had received a copy of proposed responsibilities for the financial advisor position which members should use as a "starting point" for future discussion on the position's responsibilities. Some discussion ensued with regard to various overlapping responsibilities on the list. Mr. Gordon agreed on the overlaps noting that information had been taken from three different boilerplate job descriptions. He asked members to continue to think about what they feel should be included in the job description for future discussion and decisions.

Chairman Goetz asked for comments from members.

Commissioner Grubbs asked if appointments to the 2007-08 NKAPC committees would remain the same. Chairman Goetz noted he would look at the committee assignments and make necessary adjustments.

Commissioner Noll gave an overview of the Long Range Planning Committee meetings.

Commissioner Litzler noted that he had questions for the bookkeeper regarding the check register and possibly putting a little more information on it.

Chairman Goetz read a note of thank you from the Dave Schneider family for flowers sent on the death of his wife.

Chairman Goetz noted that the next quarterly meeting of the Dixie Fix Study group would be on May 31 at Fort Wright and that each city would be asked to adopt a resolution of support for the study. He gave some general overview of the funding involved for the project.

Chairman Goetz suggested that possibly GIS staff could make a presentation on internet mapping at some future Mayor's Group meeting.

NEW BUSINESS

Mr. Gordon noted that members had received a copy of a Contract for Professional Services for the Campbell County Fiscal Court and gave some brief comments on the contract. After some brief discussion, Commissioner Noll made a motion to approve the Contract for Professional Services with the Campbell County Fiscal Court and to authorize the chairman to sign it; Commissioner Grubbs seconded the motion. Chairman Goetz asked if there were any questions; there were none. He then asked for a roll call vote which found unanimous approval. The motion passed.

Mr. Gordon stated that members had received a copy of an Interlocal Agreement Creating the LINK-GIS/Kenton County Partnership and gave some brief comments on the agreement. He noted that NKAPC will not invoice the Fiscal Court, Water District, or Sanitation District 1 for any on-going costs, just the cost of aerial orthophotography. Commissioner Litzler made a motion to approve the Interlocal Agreement Creating the LINK-GIS/Kenton County Partnership and authorize the chairman to sign it; 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 unanimous approval. The motion passed.

Mr. Gordon noted that members had received a copy of an Interlocal Agreement Creating the LINK-GIS/Campbell County Partnership and explained the difference in this contract and the Kenton County contract. NKAPC's activities in this agreement will be financed by Campbell County Fiscal Court, the Water District, and Sanitation District 1 and further explained how the financing will be provided. Commissioner Bradford made a motion to approve the Interlocal Agreement Creating the LINK-GIS/Campbell County Partnership and authorize the chairman to sign it; Commissioner Kriege seconded the motion. Chairman Goetz asked if there were any questions; there were none. He then asked for a roll call vote which found unanimous approval. The motion passed.

Mr. Gordon stated that members had received a copy of a CDBG Professional Services Contract between NKAPC and City of Covington for a Small Area Study of the St. Elizabeth/Peaselburg/Westside Neighborhood Area. He gave a brief overview of the contract, noting that Covington would receive funds from HUD and that NKAPC would be reimbursed from these funds. Commissioner Noll made a motion to approve the CDBG Professional Services Contract between NKAPC and City of Covington and authorize the executive director to sign it; Commissioner Grubbs seconded the motion. Chairman Goetz asked if there were any questions; there were none. He then asked for a roll call vote which found unanimous approval. The motion passed.

Chairman Goetz pointed out items of note on the Calendar Notes. Mr. Edmondson noted he will be out of the country the month of June and would not be at the meetings.

There being no further issues or comments to come before the Commission, Chairman Goetz adjourned the meeting at 6:55 PM.

Bill Goetz, Chairman

Dennis Andrew Gordon, FAICP
Executive Director/Secretary