

**Northern Kentucky Area Planning Commission
Meeting Minutes: November 14, 2007**

Chairman Bill Goetz called the monthly discussion forum of the Northern Kentucky Area Planning Commission to order at 5:15 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 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: Garry Edmondson, Legal Counsel; Dennis Andrew Gordon, FAICP, Executive Director; and, Gail Deatherage, Administrative Assistant.

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

ACCEPTANCE OF AGENDA

Chairman Goetz asked for review of the agenda and a motion for acceptance. He noted that Item #4, a report from Ralph Grieme, would be rescheduled for the November 28 meeting. Commissioner Bradford made a motion to accept the agenda as amended; Commissioner Grubbs 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 October 24, 2007, business meeting were acceptable or if anyone had any additions/corrections. Commissioner Noll 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 Noll, Grubbs, Bradford, and Chairman Goetz in favor; the motion passed.

Chairman Goetz asked for a report from legal counsel. Mr. Edmondson gave a brief update on litigation involving the City of Taylor Mill and a proposed development within the new alignment of KY 16. There were no questions for legal counsel.

Mr. Gordon noted that staff is pursuing ongoing discussions with Sheryl Morgan Associates regarding employee health insurance for 2008. He noted he would have information at the next meeting for the Commission's consideration prior to final action during the December 12 meeting.

Mr. Gordon gave an update on NKU's Institute for Public Leadership and Public Affairs. He reported that the institute will cease to function at the end of the calendar year according to its director, former-Cincinnati mayor Roxanne Qualls.

Mr. Gordon noted that discussions and meetings are taking place with the City of Erlanger regarding the Commission's WebFOCUS software and its use for crime mapping with the city's dispatch service. He indicated he had offered the City the ability to piggyback a WebFOCUS module for crime mapping onto NKAPC's base WebFOCUS modules. He suggested he would offer the same service to Kenton County dispatch if it wanted to pursue crime mapping. He asked if Commission members had any questions about this offer. Commission members agreed the offer was appropriate given NKAPC's levy. Mr. Gordon then answered some general questions from the Commission.

Mr. Gordon stated that the NKAPC's offices would be closed temporarily due to an intentional power outage by Duke Energy on Thursday, November 15 from 1 to 3 PM.

Chairman Goetz asked if there were any questions for Mr. Gordon; there were none.

Chairman Goetz asked for comments and reports from members.

Commissioner Grubbs noted that the Personnel Policies and Procedures Committee had met with Mr. Gordon and Ms. Crabb and had approved the draft personnel, regulations, policies, and procedures manual, noting there was some discussion regarding pages 30, 31, and 32 which involves paid time off, sick leave, and extended sick leave. She stated that a copy of the draft will be sent to Commission members on Friday, November 15 in preparation for action by the Commission during its November 28 meeting.

Commissioner Noll noted that the Long-Range Planning Committee had met on November 5 for an update on various on-going projects. He reported that the committee had pursued an overview of potential future projects which might be proposed for consideration.

Chairman Goetz noted he is working with GIS staff on the history and a map of the Fort Mitchell street car route.

Chairman Goetz reminded members of the joint holiday party with the Kenton County Planning Commission at the NKAPC offices on December 12 at 5:30 PM. He reported that the Commission's meeting would start at 4:30 PM and asked that a notice of the earlier starting time be provided to the media.

Chairman Goetz stated he felt that the Annual Fall Meeting was a good meeting and informative.

NEW BUSINESS

Mr. Gordon informed Commission members that after extensive research with legal counsel, it has been determined that a number of NKAPC staff need to be reclassified to non-exempt status under the federal Fair Labor Standards Act. He reported that overtime wages would need to be paid to these employees for the last two years. He gave further background information on this situation and answered some general questions from the Commission. He noted that a number of amendments would be necessary to the new personnel, regulations, policies, and procedures manual but that these would be addressed after the first of the New Year, once staff had had an opportunity to assess all the changes that would be necessary.

Commissioner Noll asked the Commission to consider buying laptops for Commission members for their use at meetings. Some discussion ensued with no decision being made. Chairman Goetz asked that staff look into this.

Chairman Goetz asked if there were any other comments or business to come before the Commission. There being none, he adjourned the meeting with unanimous consent at 6:10 PM.

Bill Goetz, Chairman

Dennis Andrew Gordon, FAICP
Executive Director/Secretary