

**FORT MITCHELL CITY COUNCIL  
SPECIAL MEETING  
May 23, 2016**

**CALL TO ORDER / PLEDGE OF ALLEGIANCE / ROLL CALL**

Council Member Vicki Boerger called the meeting to order at 6:04 pm. Mayor Hehman will arrive late.

**COUNCIL MEMBERS PRESENT:** Vicki Boerger, Joseph Hayes, Michael Stoeckle, Kim Nachazel, Beth Rose, Dan Rice and Dennis Zahler.

**OTHERS PRESENT:** Finance Committee Member Renee Oka, City Administrator Sharmili Reddy, Acting Police Chief Matt Robinson, Fire Chief Gary Auffart, Public Works Director Matt Stegman, City Treasurer Amy Guenther, Recreation Coordinator Zach Rehtin and City Clerk Linda Bartels.

**APPROVAL OF THE AGENDA**

**Mr. Zahler made a motion to approve the agenda.** Mrs. Rose offered a second to the motion. After asking for discussion or questions and hearing none, Mrs. Boerger called for a voice vote. The motion carried by all ayes. Motion passed.

**LEGISLATION**

**Mrs. Boerger** performed a reading of **Municipal Order 2016-06 appointing Anna Kirschner and Greg Lamb to the Tree Commission.** Mr. Zahler made a motion to accept Municipal Order 2016-06. Mr. Stoeckle offered a second to the motion. Mrs. Boerger called for a voice vote. Vote was answered by all ayes. Motion carried.

**Mrs. Boerger** performed a reading of **Municipal Order 2016-07 appointing Frank Pohlgeers, Derick Harper, and Kevin Burns to the Code Enforcement Board.** Mrs. Nachazel made a motion to accept Municipal Order 2016-07. Mr. Zahler offered a second to the motion. Mrs. Boerger called for a voice vote. Vote was answered by all ayes. Motion carried.

**Mrs. Boerger** performed a reading of **Municipal Order 2016-08 appointing Mark Bossert to the Board of Adjustment.** Mr. Rose made a motion to accept Municipal Order 2016-08. Mr. Stoeckle offered a second to the motion. Mrs. Boerger called for a voice vote. Vote was answered by all ayes. Motion carried.

**Mrs. Boerger** performed a reading of **Municipal Order 2016-09 appointing Cindy Burns to the Park Board.** Mrs. Nachazel made a motion to accept Municipal Order 2016-09. Mr. Stoeckle offered a second to the motion. Mrs. Boerger called for a voice vote. Vote was answered by all ayes. Motion carried.

Mayor Hehman arrived at 6:11 pm. He explain the special meeting was called to discuss the amended Budget for 2015/2016 and the Budget for 2016/2017. Mayor Hehman, Mrs. Guenther and Mrs. Reddy reviewed the budget with most of the Department Heads prior to this draft copy. Mrs. Guenther will steer the discussion tonight.

## **BUDGET REVIEW**

Mrs. Guenther explained they moved some of the General Ledger line items to consolidate them to one department, such as the commercial general liability insurance and utilities which are now all in Administration instead of separate departments.

### **Administration and Revenues**

- ❖ **Gross Receipts:** This was increased 4% for 2016-2017 Budget. Payroll is predicted to go up by 4%.
- ❖ **Tax Rate:** Leave rate the same as current year.
- ❖ **Contractual Services:** Built in a 4% increase per SRO contract with Beechwood.
- ❖ **Wages:** Mrs. Guenther will be going full time July 1, 2016..
- ❖ **Health Insurance:** The lowest quote we received so far is from Humana for a 10% premium increase for next year. Review is continuing and rate is expected to lower. A review of other cities show premiums paid by employees and the insurance plan are in the midrange. The premium paid by Fort Mitchell is low in comparison.
- ❖ **Employee/Volunteer Appreciation Dinner:** The Appreciation Dinner will be held every other year. .
- ❖ **City Attorney:** A RFP is currently out for a City Attorney. The rates have been the same for many years.
- ❖ **Computer/Technology:** We will obtain licenses for secure emails. This is to be used mainly for employee information.
- ❖ **Audit:** It will be bid out next year.
- ❖ **Safety Committee:** Most of the money for the Safety Committee is now combined into one line item. This will make it easier to process purchase orders.

### **Police Department**

- ❖ **Salaries:** Last year we agreed to increase some salaries a little each year until we get the officers where they need to be in comparison with other cities. In keeping with the plan some salaries were increased more than the average raise this year. Some officers have left to go to departments for more pay and opportunities.
- ❖ **Police Clerk:** A part-time Police Clerk will be hired for \$15,000.
- ❖ **Uniforms:** Increased due to the need to hire new officers and the need to purchase weather gear for all officers. Uniforms for new officers cost approximately \$2,500.
- ❖ **Accreditation:** The process will start in October.

### **Fire Department**

- ❖ **Employees:** Need to hire additional paramedic/firefighters so that weekends and nights can be staffed properly. Currently we cannot get out two squads most nights and weekends. There are very few volunteers left in the department.
- ❖ **Health & Wellness:** This line item was increased to do physicals on all Fire employees and volunteers pre-hire and annual. It is necessary to make sure they are in shape to do the job.
- ❖ **Training and Development:** Training was neglected in the past few years. A new leadership program will be developed.

- ❖ **Uniforms:** Will be upgrading all uniforms, working towards looking more professional.
- ❖ **New Ambulance:** Will arrive in November 2016

**Public Works**

- ❖ **Cleaning Contract:** We will be bidding out the contract soon.
- ❖ **Truck:** Mr. Stegman’s truck will be replaced this year. It will be setup to plow snow.
- ❖ **Waste Collection:** Received bids through a joint process with other cities. Fort Mitchell is the only city that bid twice a week collection for waste. We received three bid documents - Best Way bid \$306.84, Republic bid \$240.00, Rumpke did not submit a bid for twice per week. All bids were for twice per week waste and one time per week for recycling. Current cost is \$177.60. Decision made to reject bids and re-bid.
- ❖ **MRA & Streets:** The water district will be working on Burdsall this year. We will be splitting the cost with them to repave the street.

**Recreation:**

- ❖ **New Program:** A new program was developed this year that saved money and offered larger events for the community. Volunteerism has increased for events. All summer programs are now out of Beechwood School due to the construction happening this summer.
- ❖ **Parade:** The Fire Department is taking the lead on the parade this year. They will be the grand marshals. The theme is “A community of dedication, teamwork and commitment. Council would like to have a trailer again this year for the parade.

**Park**

- ❖ **Capital Improvements:** The proposed budget included \$100,000 for design of a full-size soccer field and track. Some council members stated that they were not comfortable moving forward with spending money for a design before finding out what the citizens wanted for the park or if there was public support for the project. It was stated that the Park Board welcomed a possible change that would utilize the park more. The council was not willing to sell the park. Suggestions were made that Beechwood should pay part of the expense now or pay for the track and we pay for the soccer field. It was clarified that the school could not pay for expenses on a property they do not own but were open to discussions regarding a lease for the life of the bond the City would have to take to complete this project. It was also stated that a larger playground is still in the design proposal and there are options around the city to look at smaller pocket parks to distribute other amenities removed from Ormsby Park.

After discussion, a motion was made by **Mr. Rice to change the Capital Improvement line item from \$100,000 to \$5,000 to be used for a mailing and other expenses to obtain input from the citizens on the proposal of a soccer field and track in Ormsby Park.** Mr. Zahler offered a second to the motion. Mayor Hehman called for any questions or discussion and upon hearing none, he called for a roll call vote.

Mr. Zahler	Yes	Mrs. Rose	Yes
Mr. Stoeckle	Yes	Mrs. Boerger	Yes
Mr. Rice	Yes	Mr. Hayes	Yes
Mrs. Nachazel	No		

Ayes: 6                      Nays: 1                      Absent: 0                      Motion Carried.

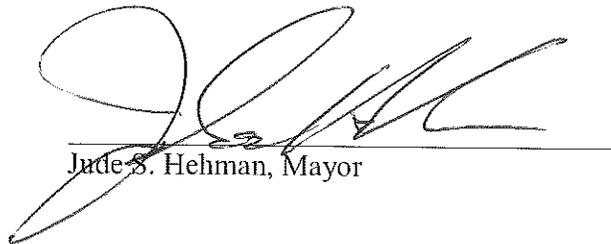
Mrs. Reddy said she will pass on the council discussion to Dr. Stacey as she has promised to keep him informed of the process.

### **Road Fund**

- ❖ Funds will be used this year for the realignment of Buttermilk and Orphanage Road.
- ❖ Snow Removal on Private Streets: We currently will remove snow from private streets if the owners sign an agreement and pay \$50. Mayor Hehman would like to change that practice. He suggested we review the practice and bring back recommendations. Council agreed.

### **ADJOURNMENT**

Mrs. Nachazel made the motion to adjourn the Special City Council Meeting, a second was offered by Mrs. Boerger. After asking for discussion or questions and hearing none, the Mayor called for a voice vote. The motion carried by unanimous voice vote.



Jude S. Hehman, Mayor

Signature Witnessed By:



Linda Bartels, City Clerk