



**CITY COUNCIL MEETING  
Minutes of September 3, 2015**

The Alexandria City Council met on the above date at 7:00 p.m. Mayor William Rachford was present with the following members answering roll call:

Bob Simon	Present	Sue Neltner	Present
Stacey Graus	Present	Sandy Decker	Absent
Scott Fleckinger	Present	Andy Schabell	Present

Also: Karen Barto	City Clerk/Treas.	Mike Ward	Police Chief
Mike Duncan	City Attorney	Sam Trapp	Pub. Works Supt.

Bob Simon read the invocation and Mayor Rachford led the pledge to the flag.

**APPROVAL OF MINUTES: August 20, 2015**

**MOTION:** Sue Neltner made a motion to approve the minutes of the August 20, 2015 meeting, seconded by Scott Fleckinger. All in favor, the motion passed 4-0-1 with Mr. Graus abstaining.

**VISITORS & GUESTS:** None

**ORDINANCES & RESOLUTIONS:**

*Mr. Duncan read the following:*

**RES2015-04:** Authorizing and directing the Mayor to execute and enter into an Interlocal Agreement between the City of Alexandria, Kentucky, and the Campbell County Fiscal Court to provide for the HVAC permit review and inspection services for the City of Alexandria.

**MOTION:** Scott Fleckinger made a motion to adopt Resolution 2015-04, seconded by Andy Schabell. All in favor, the motion passed 5-0-0.

**RES2015-05:** Authorizing and directing the Mayor to execute and enter into an Interlocal Agreement between the City of Alexandria, Kentucky and the Campbell County Fiscal Court to provide for building permit review and inspection services for the City of Alexandria.

Mr. Duncan explained this would allow the same inspectors that will do the HVAC inspections to do our plan review/building inspection and permit services. Mr. Simon thinks this a good idea with the amount of building going on in the City.

**MOTION:** Bob Simon made a motion to adopt Resolution 2015-05, seconded by Scott Fleckinger. All in favor, the motion passed 5-0-0.

**RES2015-06:** Authorizing and directing the Mayor to execute and enter into an Animal Control Officer Agreement between the City of Alexandria, Kentucky and the Campbell County Fiscal Court to provide for non-routine animal control services within the City performed by the Campbell County Animal Shelter through its animal control officers for the City of Alexandria.

**MOTION:** Stacey Graus made a motion to adopt Resolution 2015-06, seconded by Scott Fleckinger. All in favor, the motion passed 5-0-0.

*Second Reading:*

**ORD2015-06:** Amending Chapter 31 of the City Code of Ordinances by creating new Code Section 31.51 therein, in order to create the position of Recreation Director.

**MOTION:** Andy Schabell made a motion to adopt Ordinance 2015-06, seconded by Sue Neltner. All in favor, the motion passed 5-0-0.

**First Readings:**

**ORD2015-07:** Amending Sections 31.48 and 31.39 of the City Code of Ordinances in order to authorize the Mayor to appoint the County Animal Control Officers and the City Zoning Administrator as citation officers.

This relates to the Resolution above about animal control officers. The City wants them to have the ability to write city citations when in the city is doing the work. Also, the City has a Zoning Administrator that process permits and takes complaints, but is unable to write citations and has to rely on the Code Enforcement Officer.

**ORD2015-08:** Amending Section 151.02 of the City Code of Ordinances by replacing certain provisions therein in order to adopt the applicable provisions of the Campbell County Building Permit Review, HVAC and Inspection Fee schedule.

The County wants one fee schedule to administer, and it is attached as an exhibit. The first several pages are zoning and will NOT apply. The actual building permit and HVAC fees do apply. The actual fee schedule for new home construction is a little less on the County's fee schedule. Mr. Simon thinks the county's time lines, fee schedule, and procedures are pretty close to what the City has. He thinks it is a good idea. Mr. Duncan said there will be a transition period and a learning curve.

**DEPARTMENT REPORTS:**

**City Clerk:** Karen Barto is working on updating the Community Center information (contracts, information). The Clerk's office has been very busy with the barrage of roofing vendors in town. In the past few weeks, they have issued 54 permits for roofing/siding/gutters; 56 temporary sign permits, 11 pending; 20 solicitors permits, with 3 pending and 3 denied. There has also been a lot of code enforcement activity. Karen encouraged residents to check with their insurance company before making a decision on what roofer to use. We also have a no-knock ordinance. If anyone would like to be put on this list, please contact the Clerk's office to fill out an application. The list is given to the solicitors so they know which homes to avoid. Next week we have auditors.

**Police Dept.:** Chief Ward said the Alexandria Fair Parade was last night, and things went very well. He thanked the County Police and Sheriff's office for their help.

**Public Works Committee: Bob Simon** – They met tonight to discuss concrete paving at Shaw and Sheridan, which is going very well. If the weather cooperates, it should be completed before winter.

**Annexation Committee: Stacey Graus** – There is nothing imminent, so the next scheduled meeting should be canceled.

**P&Z Commission:** They are in the process of reviewing the Zoning Ordinance. Contact the Chairman if you have any comments.

**NEW BUSINESS:**

Recently the Mayor, Chief Ward, Carol Hofstetter and Scott Davenport viewed a demo of a software program for code enforcement. Chief Ward has been researching programs and chose the software Civic Gov. It is not only used for tracking code enforcement, but there is an incident management module, which manages everything. It is more affordable and does more than the others he has looked at. Ms. Neltner asked if he contacted another city that uses this program to see how they liked it before purchasing it. Chief Ward has not, but has seen very favorable reviews on an independent website. He believes this program suits our needs. The cost for initial setup is \$8,600 for 24/7 support, annual software usage, and automatic updates will cost \$1,600 per year after that.

Mayor Rachford had authorized the purchase of this software the other day. However, this was not built into the current year's budget, and Mayor Rachford will try to absorb this going forward, but wanted council to be aware of it. Chief Ward thinks this program should be up and running by mid-November.

Mayor Rachford reported the historical marker in front of the old Courthouse designating it as a historical building needs some refurbishing. He contacted the County and they agreed to do this.

**OLD BUSINESS:**

**National League of Cities Service Line Program:** Letters regarding this program will be mailed on September 15th. It will be on city letterhead signed by the Mayor, and will offer insurance on sewer lines. There will be another similar mailing in the Spring for insurance on water lines. The City is endorsing it, and it is a voluntary program.

**SD#1 Letter** - Ms. Neltner was approached by someone who was concerned because they heard if SD1 had a sewer issue in the street they want the city to be responsible for repairing the street. Sam Trapp explained there are homeowner sewer lines that run across the street to the sewer main on the other side. This has nothing to do with the actual sewer main, just the lateral services. Technically, it is the homeowner's responsibility, but there is a program where SD1 will assist the homeowner with repairing the lateral in the public right of way, and they are asking the city to help with street repair.

Mayor Rachford received a resolution that SD1 is asking each city to approve regarding this. Mr. Duncan is in the process of reviewing.

**COMMUNICATIONS:**

- September 11, 10:00 a.m., (Patriot Day): Brief ceremony at the Tribute Park to commemorate 9/11
- October 17, 9:00 a.m. – 2:00 p.m.: Household Waste Collection Event sponsored by SD1 at UC Health Stadium (Florence Freedom)

**Solicitors due to hail damage** – Mayor Rachford said the city is working hard to make sure anyone working in the city is licensed properly. If anyone contacts a resident for repair work, please ask them if they are licensed and it's important the city gets feedback on this.


**MOTION:** Scott Fleckinger made a motion to go into Executive Session pursuant to KRS 61(8)(10)(1b) to discuss real estate acquisition, seconded by Sue Neltner. All in favor, the motion passed 5-0-0.

**MOTION:** Scott Fleckinger made a motion to return to regular session, seconded by Stacey Graus. All in favor, the motion passed 5-0-0.

**ADJOURNMENT:**

**MOTION:** Scott Fleckinger made a motion to adjourn, seconded by Bob Simon. All in favor, the motion passed 5-0-0. The meeting adjourned at 8:20 p.m.

  
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Karen M. Barto  
City Clerk/Treasurer

  
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William T. Rachford, Jr.  
Mayor

Date: September 18, 2015

Date: September 18, 2015

Approved: September 17, 2015