

**City of Lakeside Park**  
**Minutes of Regular Meeting on 12/11/2023**

**CALL TO ORDER:** Mayor Markgraf called to order the regularly scheduled meeting of Lakeside Park City Council at 7:00 P.M. on Monday, December 11, 2023, in the Lakeside Park City Building located at 9 Buttermilk Pike. Those in attendance were Mayor Markgraf, City Clerk Teresa Bruck, City Attorney Greg Voss. The council members present were Tom Bernheimer, Dennis Landwehr, Mary Ann Thaman, Brian Waite, and Dave Wolfer. Council member Chris Gongola was absent.

**AGENDA**

There was an addition to the December 11, 2023, Agenda to include Municipal Order No. 07-2023. Mr. Waite made the **motion** to accept the changes and to adopt the agenda and Mr. Bernheimer seconded the **motion**. Voice vote was taken. **5 Ayes, 0 Nays; motion** carried.

**MINUTES**

No corrections, additions or deletions were requested for the November 13, 2023, minutes. Ms. Thaman made the **motion** to adopt those minutes. Mr. Wolfer seconded the **motion**. Voice vote was taken. **5 Ayes, 0 Nays; motion** carried.

**CITIZENS ADDRESSING COUNCIL:**

No one present.

**MAYORS REPORT**

Mayor Markgraf reported Christmas and New Years occur on a Monday and he advised our office will be closed on Christmas Day and New Years Day. This is particularly important when talking about the property taxes payment, however, we do have a drop box available to drop off those payments. If payment is in the drop box when the office re-opens on January 2<sup>nd</sup>, the payment will be accepted as paid before the penalty period. Also, if mail is postmarked before December 31<sup>st</sup>, it will be accepted with no penalty. If you would like a receipt, provide a self-addressed envelope and we'll be happy to send out a receipt.

If the weather turns bad and we must call a snow emergency, the mayor will consult with Chief Degenhardt first. We always try to provide enough notice for you to remove your vehicles from the roadway. It is necessary to keep our roads passable and allow our snowplows and salt trucks to do their job. If we must authorize a snow emergency, we will contact all the local media, post it on our signboard as well as our webpage.

Kenton County Clerk's office is rolling out a new program for the motor vehicle department, and they want you to be aware that they will not be processing any vehicle transfers or accepting vehicle tax payments during the first week in January.

Also, Kenton County clerk oversees voting and there will be an open house in February for the public to inspect the voting machines to avoid potential fraud.

On Christmas Day Tank will be offering free bus rides.

Our city will be conducting a free “live” Christmas tree drop off for recycling. A portion of our parking lot will be designated for drop off, but remember we only take live Christmas trees. Check our website for dates and details.

Our Z21 zoning review is wrapping up. Mayor will be asking for approval of a Municipal Order allowing him authorization to request Kenton County Planning to hold a public hearing. He stated Cody Sheets will be coming to our January council meeting to explain the high points in a PowerPoint presentation with the council and anyone that wants to watch or be present. After planning and zoning approves it, it will come back to council for one final reading and allow council to vote on it.

We plan to have a Winter Newsletter out this month.

The city has provided in the past a small seasonal salary increases or wage adjustment for our staff, and we plan to do that again this year. Their hard work can be seen all around the building.

#### **CITY ATTORNEY REPORT**

Mr. Voss read the second reading of Ordinance No. 05-2023 to adopt an update to the City of Lakeside Park, Kentucky Personnel Policies.

Mayor advised the previous personnel policies were put into effect in the 1980’s, there had been some minor changes reflecting salaries, but due to the changing nature of employment law we needed to have it clarified and updated.

Mayor entertained a motion to adopt. Mr. Wolfer made the **motion** to adopt Ordinance No. 05-2023. Mr. Bernheimer seconded the **motion**.

Ms. Thaman did inquire if this was to replace the current personnel policy, and Mayor advised it is to replace it. Mr. Voss advised rather than making it a total mess with edits, we are repealing the old one and establishing a new one.

With no further discussion, a voice vote was taken. **5 Ayes, 0 Nays; motion** carried.

Mr. Voss then read the second reading of Ordinance No. 06-2023 creating a new section in the code of Ordinances for the City of Lakeside Park, Kentucky, limiting the carrying of concealed deadly weapons in buildings or portions of buildings owned, leased, or controlled by the City of Lakeside Park. Signs will be posted reflecting concealed deadly weapons are prohibited on the premises.

Mayor advised this Ordinance is self-explanatory, and that there has never been an official policy about carry concealed weapons on city premises.

Mayor entertained a motion to adopt. Ms. Thaman made the **motion** to adopt those minutes. Mr. Bernheimer seconded the **motion**.

Mr. Landwehr asked if the mayor is authorized to exempt anyone employee and/or council member? The mayor advised that he is authorized to do that, but he will have the condition that anyone requesting the exemption will have to have a carry conceal license and provide a copy to him. Kentucky is an open carry State, but the mayor feels it is not in the city’s best interest to insure that such training and experience should be required.

Ms. Thaman said that it is not written on this Ordinance anywhere that someone must have a carry concealed permit and asked if that is just at the mayor's discretion? The mayor advised yes, she is correct and wanted to know if she would like to amend the Ordinance? Mr. Waite made comment that this is the opinion of this mayor for anyone approved to have a carry conceal license, but would it be the opinion of any future mayor. His thought is that the ordinance should be amended to reflect any employee or council member requesting permission should have a carry concealed license. Mr. Waite made the motion to amend the ordinance. Mr. Voss read that the amendment to reflect changing section C to, "any employee and/or council member that has a CCW license and written permission from the mayor."

Mayor advised there is a motion of change to this Ordinance by Mr. Waite and asked if there is a second. Ms. Thaman seconded the motion.

Mr. Landwehr reiterated what changes would be amended to this ordinance and Mr. Voss confirmed. No other discussion on the amendment, mayor asked for a voice vote. **5 Ayes, 0 Nays;** Amendment approved.

Mayor asked if there is any additional discussion on the amendment to Ordinance No. 06-2023? No additional discussion was heard. Mayor said since the amendment to the Ordinance was approved, he then asked for a vote on the motion to approve Ordinance No. 06-2023 as amended. Voice vote was taken. **5 Ayes, 0 Nays; motion** carried.

Mr. Voss also read Municipal Order No. 06-2023 the City of Lakeside Park in Kenton County, Kentucky authorizing an application to the Kenton County Planning Commission for the repeal of the current Lakeside Park zoning code and zoning map and the adoption of a new zoning code and zoning map.

Mayor advised this does not require a second reading, so he asked for a motion to adopt Municipal Order No. 06-2023. Mr. Waite made a **motion** to approve, and Mr. Landwehr seconded the **motion**.

Mayor asked if there was any discussion. Ms. Thaman asked if this motion was for the January proposal presentation. Mayor advised this was to authorize him to send a letter to Northern Kentucky Area Planning and Zoning because they do require a public hearing, to be heard by the entire planning and zoning commission before it comes back to us for adoption. At that time, we would have the opportunity for fine tuning after the public hearing. Mr. Waite clarified PDS would review at their February meeting, and they will send back to us at March meeting for voting. Mayor advised yes unless PDS schedules their meeting the first week of February. Mr. Waite then said it could potentially come in our February meeting, and Mayor stated most likely it would be heard in our March meeting. Mayor asked if there were any other questions. Hearing none he asked for a voice vote. Voice vote was taken. **5 Ayes, 0 Nays; motion** carried.

Last, Mr. Voss read the Municipal Order No. 07-2023 the City of Lakeside Park, Kentucky, approving payment of a year-end wage adjustment to each regular and part-time employee of the city as of December 1, 2023.

Mayor advised this only requires one reading and entertained a motion to adopt Municipal Order No. 07-2023. Mr. Landwehr made the motion to accept. Mr. Bernheimer seconded the motion. Voice vote was taken. **5 Ayes, 0 Nays; motion** carried.

No further questions for Mr. Voss, but he did advise things in the city have been going nice and smooth for him, but he reserved the action to knock on wood.

### **CITY CLERK/TREASURER'S REPORT**

Ms. Bruck advised that we have collected 46% of our property tax payments this year and we are waiting for a bulk payment from CoreLogic sometime this week.

She said they transitioned over to new phone systems of Alta Fiber phone service and all the phones are now in working order. She said they incorporated direct dial to the police department for direct contact.

Last, she advised all systems to have now been updated or upgraded, and there should be no additional technology issues. But she reserved the action to knock on wood.

### **FIRE/EMS:**

Mayor advised Chief is unable to make the meeting tonight because the assistant chief is being sworn in. If anyone has any questions about the reports, we can get in touch with Fort Mitchell.

### **PUBLICWORKS:**

Ms. Thaman reported they met last Thursday and discussed project status.

West Lakeside is completed.

Crack Seal has been completed, and they were able to do all streets as the bid came in under budget.

The sidewalk project is still ongoing with several levels of repairs to discuss.

The tree recycling will be December 26<sup>th</sup> through January 19<sup>th</sup> here in the parking lot.

Steve did a great job with the lights on the building as well as the fall clean up projects.

The dog park water fountain is now turned off for the season.

Street cleaning was on December 5<sup>th</sup> and 6<sup>th</sup> with no issues.

Steve will be off in December for shoulder surgery and returning as quick as he can.

The next Public Works meeting will be Thursday, January 4<sup>th</sup> at 5:00 PM.

### **POLICE AUTHORITY:**

The mayor said the activity report shows 21.5% of the calls were for Lakeside Park residents.

Jim Sparrow with Rankin and Rankin presented the audit.

We did have a surplus from last year, and the new budget will include a minimal amount reserved for surplus which reduces the amount each city has to bring in for the year.

Sargeant Paolucci completed the Kentucky law enforcement council instructor development program, and he is a qualified instructor for the State.

Patrolman Mullins completed the Glock MOS institute instructional course. This permits him to assist in being a firearms department instructor for the new weapons that we just armed the department with in

particularly the red dot laser sites.

Chief Degenhardt completed the Police Executive Command course.

Patrolman Holman completed the S.W.A.T. course.

Several safety presentations were made to Immanuel Church preschool program.

Police Clerk Melissa Sies was nominated clerk of the year by the Northern Kentucky Clerks Association, but we have not heard any results for that yet.

The new patrol officer Amanda Armstrong will be here at the January meeting, so everyone can get to meet her. We are pleased and happy to have her sign on with her experience from Campbell County.

During this holiday season many people travel and one of the services offered by the police department is a house check. You can call 859-331-5368 to be put on the house check list.

**PDS:**

Mr. Waite said the list of permits and violations were included in the packet and there was no meeting this month.

**FINANCE:**

Mr. Wolfer reported it was a busy month for revenue collection. He highlighted the income and expenses for the month. He said the net income was roughly \$286,000. Everything was properly reported, and the bank reconciliations were tied to the penny. Total in checking and savings is approximately \$2.3 million making out city very solid.

Mayor added that Mr. Sparrow should be at the January meeting to present the city's 2022-2023 audit results.

**MUNICIPAL GOVERNMENT LEAGUE OF NORTHERN KENTUCKY (MGLNK):**

Mr. Landwehr advised they had their end of the year meeting on the 29<sup>th</sup> and had great networking opportunities. Three speakers included chairman of the water works, a gentleman who talked about getting money from the state and the last speaker spoke about creative financing for projects not always available to be funded by banks. The mayor of Southgate, Kentucky utilized the last speaker to get the recent Beverly Hills project of installing a memorial. The next meeting for MGLNK will be January 3<sup>rd</sup>.

**RECREATION:**

Ms. Thaman thanked several people and services who helped with the Light Up Lakeside event.

She announced the winners of the home decorating contest. First place went to Andrew Holland at 104 Arcadia and second place winner was Jeff Lamb at 78 Arcadia.

Ms. Thaman said the senior bingo is tomorrow here at Lakeside Park city building.

She also advised additional upcoming activities included the Behringer-Crawford Museum event is this coming Sunday from 1:00 PM to 5:00 PM see the website for details. Appreciation luncheon is here by invitation on December 19<sup>th</sup>. Keep an eye on the website for additional upcoming events.

Mayor stated the Light Up Lakeside was a smashing success this year.

**PUBLIC RELATIONS:**

Mayor advised we will be having the Newsletter coming out quarterly. We will have one coming out very soon this month and the next one will be in the spring. He encourages the council members to think about topics and offers an article for the current newsletter.

**COMMENTS FROM COUNCIL:**

Mr. Wolfer added Libby Baker to the list of people to thank. She collected a little over \$300 this year from Light Up Lakeside event and mostly from her tennis club friends for our Adopt-A-Unit program.

Ms. Thaman said Libby was on her list that she missed, but also added a thank you to Libby as well as all the residents that came to Light Up Lakeside.

She also added the letters to Santa are still being accepted until December 13<sup>th</sup> by dropping it off in the Santa mailbox at the city building.

Ms. Bruck added that you can also submit Santa letters through the website.

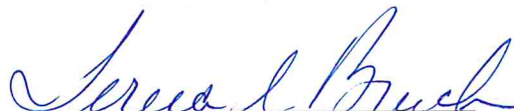
Mayor ended by wishing everyone in the city a very joyous Christmas season and a happy and healthy New Year.

He added a thank you to the council and staff for all their hard work during this past year. He recognized they had gone above and beyond and made his job much easier this year.

**ADJOURNMENT:**

At 7:48 p.m. Mr. Waite made the motion to adjourn the meeting and Mr. Bernheimer seconded the motion. Voice vote taken – **5 Ayes, 0 Nays; motion** carried.

  
Paul Markgraf, Mayor

  
Teresa L. Bruck, City Clerk