



CITY COUNCIL MEETING

Meeting Minutes of October 19, 2023

Mayor Andy Schabell called the Alexandria City Council Meeting to order at 7:00 p.m. followed by the invocation and the pledge to the flag. The following Council Members answering roll call:

Joe Anderson	Present	Tom Baldrige	Present
Stacey Graus	Present	Kyle Sparks	Present
Robert Strong	Present	Susan Vanlandingham	Present

Also: Stephanie Tarter, City Clerk
 Billy Frilling, Public Works Foreman
 Mike Duncan, City Attorney

Lucas Cooper, Police Chief
 David Plummer, City Administrator

APPROVAL OF MINUTES: October 5, 2023, Regular Meeting

MOTION: Tom Baldrige made a motion to approve the minutes of the October 5, 2023, Regular Meeting, seconded by Robert Strong. All in favor, the motion passed 5-0-1, Kyle Sparks abstained.

SCHEDULED VISITORS AND GUESTS

Kristen Leadingham, Vonlehman & Co – Audit Presentation: Ms. Leadingham stated the city will receive a clean unmodified opinion. She proceeded to go through the draft report pointing out certain information in the draft report, see attached.

- Page 10 has the Statement of Net Position which is the balance sheet for the city; the net position was \$8,507,604 which is an increase from the previous year by \$2,947,000.
- The major changes from the previous year were finance purchases of three police vehicles, the receipt of the Opioid Settlement money and the use of the ARPA money.
- Page 11 is the Statement of Activities which is the income statement for the city or net income for the city, which is \$2,947,491. The biggest changes were, taxes increased due to an increase in property assessments and the investment accounts increased, overall positive trends for the city.
- Pg 16 are the Notes to the Financial Statements and are consistent from prior years; they did add a disclosure regarding the finance of the 3 new police vehicles.
- Page 41 contains the Budget versus Actual; the General Fund had a favorable end of about \$3.2 million due to taxes being higher than budgeted; expenses were lower than budgeted by \$1.2 million.
- On Page 50 there is an Independent Auditors Report that covers internal controls and compliance, and they did not find any material weaknesses that needed to be presented or significant deficiencies.
- She reviewed the scope of the audit they are required to present to the governing body. She stated there were some estimates made and they check those for reasonableness. She also stated they did not encounter any issues with management while performing the audit but did give one recommendation that management is reviewing. She thanked the city for their hard work and how the staff are such a good group to work with.

Mr. Graus thanked Ms. Leadingham for their work over the years and stated the city is in a better financial position than in previous years. He appreciates the extra set of eyes on things to make sure nothing is missed.

UNSCHEDULED VISITORS AND GUESTS – None

ORDINANCES, RESOLUTIONS & MUNICIPAL ORDERS

ORIGINAL

Mike Duncan read the following, 2nd reading:

Ordinance 2023-10: An Ordinance of the City of Alexandria, in Campbell County, Kentucky, amending Section 111.02 of the City of Alexandria Code of Ordinances in order to revise the provisions pertaining to Itinerant merchants.

Mr. Duncan gave a brief overview of the ordinance and how it will impact the itinerant merchants that come to town.

MOTION: Kyle Sparks made a motion to approve Ordinance 2023-10, seconded by Tom Baldrige. All in favor, the motion passed 6-0-0.

Ordinance 2023-11: An Ordinance of the City of Alexandria, in Campbell County, Kentucky, amending section 37.02 of the City of Alexandria Code of Ordinances and the City's Personnel and Pay Classification Plan by amending the salary ranges for City Public Works employees.

It was explained revisions are being made for entry level Public Works employees.

MOTION: Stacey Graus made a motion to approve Ordinance 2023-11, seconded by Susan Vanlandingham. All in favor, the motion passed 6-0-0.

Mike Duncan then read the following, 1st reading:

Ordinance 2023-12: An Ordinance of the City of Alexandria, in Campbell County, Kentucky, approving a recommendation of the Alexandria Planning Commission to approve a zoning map amendment for the Heineke-Woeste real estate located off Meyer Road, behind 7711 Alexandria Pike and adjoining 5 Orlando Drive, from Residential One-D (R-1D) Zone to Highway Commercial (HC) Zone, in order to allow for future expansion of employee parking and storage for Heineke Veterinary Hospital.

Mr. Duncan gave a brief overview of where the property is located explaining Planning & Zoning voted to recommend the zone change to council. Testimony from the public hearing showed the parcel in question would be difficult to develop other than its proposed use. Councilwoman Vanlandingham was concerned that the purposed purchasers do not have an immediate plan for the site and once the change is made to HC the city has no say in what would potentially go there in the future. She went on to point out this is very close to a residential area and the City's Ordinances need to be improved to help protect the residents. Mr. Duncan pointed out the business did submit a conceptual site plan and that is part of the Ordinance.

Municipal Order 2023-13: A Municipal Order of the City of Alexandria declaring surplus property and authorizing disposal of a 2015 John Deere Skid Steer by auction.

MOTION: Kyle Sparks made a motion to approve Municipal Order 2023-13, seconded by Tom Baldrige. All in favor, the motion passed 6-0-0.

DEPARTMENT REPORTS

City Clerk: Ms. Tarter reminded residents that Friday, October 20 is the last day to get in nominations for the Halloween/Fall Beautification Award. Property taxes continue to be collected and the city has received roughly \$850,000 so far.

City Administrator: Mr. Plummer reported the grant for the installation of sidewalk from Thatcher to Stillwater has been granted which will cover 80% of the project cost. The project will take about 3-4 years.

Police Department: See attached reports. Calls and activity are up from last month. He thanked the folks who came out for the Coffee with a Cop event. The Drug Take Back event will be until 2:00pm and he encouraged folks to bring in their old prescriptions, no liquids. Darrel Caldwell is the new SRO for the Middle School & AEC building with 20 years of police experience.

Public Works: See attached report.

Fire Department: See attached report.

Zoning/Code Enforcement: See attached report.

Community Center: See attached report. Mayor Schabell is encouraged to see the number of walkers.

COUNCIL COMMITTEES:

Public Works – Tom Baldridge: Curb work is being done prior to the overlays and they are still on schedule dependent on weather. Next meeting will be November 2 at 6:00pm.

Safety – Joe Anderson: Next meeting will be November 16 at 6:30pm.

Business Retention – Kyle Sparks: Next meeting will be December 7 at 6:30pm.

Personnel – Robert Strong: Next meeting will be November 16 at 6:00pm.

Future Planning – Susan Vanlandingham: Next meeting will be November 2 at 6:30pm.

Finance Committee – Stacey Graus: They met this evening and reviewed the audit report in detail. Next meeting will be in 2024.

NEW BUSINESS

Profit & Loss Report: No one had any questions.

OLD BUSINESS

COUNCIL & MAYOR COMMENTS

Tom Baldridge: He gave an overview of his conversations with The Bridge Church and Mr. Plummer is trying to find a site plan and if there is any shared responsibility with the out-lots. There was a brief conversation regarding temporary fixes. Mayor Schabell added the city cannot fix it as it is private property.

Robert Strong: He encouraged everyone to be safe with the kids out and about.

Andy Schabell: He gave an overview of his trip with the Northern Kentucky Chamber of Commerce to Croatia and he said he had great conversation with the president of the Chamber of Commerce.

FUTURE MEETINGS


- October 26, 7:00pm – Property Maintenance Board Meeting
- November 1, 7:00pm – Park & Recreation

COMMUNICATIONS

- October 21-30, Voting for Halloween/Fall Beautification Award
- October 28, 10:00am-2:00pm – Drug Take Back Day, Community Center
- October 28, 7:30pm-9:00pm – Haunted Walk, Alexandria Community Park, Cost \$2
- October 31, 6:00pm-8:00pm – Trick-or-Treat
- November 4, 9:00am-2:00pm – Household Hazardous Waste Collection, Thomas More Stadium
- November 5, 10:00am-12:00pm & 1:30pm-4:00pm – Hoxworth Blood Drive, Community Center

ADJOURNMENT

MOTION: Kyle Sparks made a motion to adjourn, seconded by Robert Strong. All in favor, the motion passed 6-0-0. The meeting adjourned at 7:31 p.m.


Stephanie Tarter, City Clerk

Date: 11/2/2023


Andy Schabell, Mayor

Date: 11-2-2023