

## Cold Spring Council Minutes

February 13, 2023

At 7:30 pm, Mr. Voelker advised council to vote on someone to lead the meeting in the Mayor's absence. Lisa Cavanaugh made a motion to have Adam Sandfoss lead. Cindy Moore seconded it. All were in favor. **Motion passed.**

*Roll call: (2:14)*

- Present: Chris Ampfer, Lisa Cavanaugh, Dave Guidugli, Paul Kloeker, Cindy Moore, Adam Sandfoss, Assistant City Clerk Heather Markus, City Administrator Steve Taylor, Public Works Director Ron Hitch, Event Coordinator Kim Jett, Police Chief Steve Collinsworth, and City Attorney Brandon Voelker  
Excused: Mayor Penque, City Clerk Robin Morency

*Minute Approval: (2:18)*

- The January 9, 2023 special meeting minutes were reviewed by council. There was discussion about the contract and lease of the old police department. Lisa Cavanaugh made a motion. Chris Ampfer seconded the motion. **Motion passed.**
- The January 16, 2023 special council meeting minutes were reviewed by council. Lisa Cavanaugh made a motion. Chris Ampfer seconded the motion. **Motion passed.**

*Discussion-text amendment SDA (Special Development Area) zone regarding drive-throughs: (8:08)*

- Paul Kloeker led the discussion about adding a text amendment to the SDA zone, changing from two acres to one acre and changing drive-through hours to mirror the inside restaurant hours. There was discussion. Paul made a motion to sponsor a text amendment to consider reducing two acres to one acre and changing drive-through hours to mirror the inside restaurant hours and send it to Planning and Zoning for more information and a public forum. Adam Sandfoss seconded the motion. Roll call vote showed 3 yeses and 3 noes. **Motion did not pass.**

*Playground Update: (28:32)*

- Ron Hitch thanked members of the Playground Committee for their participation. He shared that he reached out to seven companies and has received three responses. He asked each company to give three quotes, ranging from basic to top of the line including ADA pieces. There was discussion about cost, replacing some pieces at multiple parks and the park budget. Lisa Cavanaugh asked for the quotes to be sent to council. Ron stated he is waiting on one more quote and hopes to have all quotes to present at the next caucus meeting.

*Discussion-Pickle Ball and Bocce Ball: (39:47)*

- Steve Taylor stated if we want to be in the construction season this year, we need to get this out for bid. There was discussion about the estimated cost for this project, and location of the proposed courts. They would be located in front of the detention basin below the police department parking lot.
- Mr. Chuck Deuser (resident) addressed council stating he plays pickle ball and is looking forward to it, however, he is concerned about going into debt over building the maximum number of courts. There

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was further discussion about how many courts to bid out for. Council decided to send out bids for four courts and six courts.

### *Discussion- Committees: (56:00)*

- Dave Guidugli stated he believed that in the past, having committees provided better communication between the council and city departments. He believes there should be at least two to three committees, including Finance and Public Works. There was discussion about the purpose of the committees. Adam Sandfoss stated there is a fine balance between what council is responsible for and micro-managing things. Cindy Moore stated committees would keep council more informed. There was discussion about when to have committee meetings.
- Mark Majors (resident) addressed council regarding the playground committee. He stated committees just make recommendations, but they could provide good information to council about what people want. He also stated it is a good way to get citizens involved in the city. He also brought up the need for a pedestrian safety committee.
- Mr. Popovich asked a question about the SDA zone and wanted clarification on if it was going to Campbell County Planning and Zoning. There was discussion, and Mr. Voelker clarified that the text amendment was not going to be sent to them.
- Council decided to add a finance discussion to the March caucus meeting, and to add requested topics to future agendas as they see fit.

### *Audit Report: (1:21:47)*

- Steve Taylor introduced Scott Horne of Munninghoff Lange accounting firm, who the city has hired to replace the previous accountant.
- John Chamberlin, of Chamberlin Owen Certified Public Accountants presented the annual financial report and explained the audit findings for the fiscal year ending June 30, 2022.
- Dave Guidugli asked for further explanation on Finding 2022-01. Mr. Chamberlin explained that the city's consultant accountant did not timely or accurately prepare bank reconciliations, which is a significant portion of the internal control process. Paul Kloeker asked if the errors had been caught on previous years audits. Mr. Chamberlin stated they discovered it on this audit. Cindy Moore asked for clarification about the errors. Mr. Chamberlin stated there were basically double entries, causing the misstatement. Mr. Chamberlin explained Finding 2022-02 stemmed from receiving the \$5.5 million for the DAV (Disabled American Veterans). That would normally be coded as deferred revenue, but it was incorrectly credited to an expense account. He referred to the financial statement to further explain. Mr. Guidugli asked about \$1 million in an escrow account and if that is shown in the financial statement. Mr. Chamberlin stated it is not itemized and rolls into the cash amounts.
- Paul Kloeker asked if any items in the management letter were on previous years and if there were any plans to address and fix these. Steve Taylor stated #3 is part of the budget discussion for this year, #5 is just a recommendation, #6 has been discussed with the new accountant, and #7 has already been taken care of. Scott Horne stated after researching, the issue is with double booking, and he doesn't believe it's stray money that anyone is looking for. He believes they are accounting errors.

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- Paul Kloeker asked how Chamberlin Owen charges. Mr. Chamberlin stated generally by a flat rate, however, they charged a very discounted rate for the significant amount of time spent doing things typically prepared by the city accountant.

### *Citizen Comments: (2:00:00)*

- Lou Gerding (resident) stated the pickle ball courts will encroach on the soccer fields. He also stated the January 16, 2023 minutes are incorrect. Mr. Gerding asked Mr. Voelker to clarify that any discipline of city employees is the responsibility of the mayor. Mr. Voelker stated that is correct, council has no discipline or firing authority. Mr. Gerding also stated he believes the fishing derby should be called the Citizens of Cold Spring Fishing Derby.
- Rosanne Ruschman Geiman (resident) addressed the council stating she enjoys the new community center, but the open hours and event hours need to be posted before the day of. Event Coordinator Kim Jett stated that the hours are typically posted on the doors, website and Facebook each week, however that particular day she was not notified of the event time until after hours. Mrs. Geiman also stated that the budget discrepancy is very upsetting, and the citizens need to be more informed.
- Brian Dunham, attorney representing the Culvers owners stated they have roots in Campbell County. Mr. Dunham stated the owners closed on the property after being told everything was good, however, they were given incorrect information from Planning and Zoning. Mr. Dunham added that they were looking for a change from two acres to one and a half acre, and were hoping for the opportunity to have Planning and Zoning look at a proposed text amendment then make a recommendation for council to review. There was discussion by Mr. Guidugli, Mr. Voelker and Ms. Moore.
- Jerry Kozlowski, Culvers owner addressed council regarding the proposed restaurant and there was discussion about the nearest Culvers locations. Lisa Cavanaugh clarified that the earlier motion was to change from two acres to one, and it was not personally against Culvers.
- Laura Vroegindewey (resident) stated that per Facebook, Fort Thomas does not charge for pickleball court use.
- Tom Travis (resident) welcomed Dave Guidugli to council and expressed his thanks for the packets being added to the website. Mr. Travis requested that a discussion about the following items be added to a future agenda: (1) findings from the November 14, 2022 meeting regarding ordinances 22-1077 and 22-1078, (2) live remote access to meetings, and (3) pickleball. He also had comments about the audit and concerns about the findings. Lastly, Mr. Travis asked if there was any update about the microphone for chambers. Steve Taylor stated council found the bid to be too high, so they are sourcing another bid.

### *Council Comments: (2:32:35)*

- Dave Guidugli would like to see a discussion at the next meeting about putting Accounts Payable on the website. He also asked why there were no Code Enforcement reports. Chief Collinsworth stated Chuck is on vacation and Joe had a family matter. Mr. Guidugli asked for a breakdown to be provided how code enforcement splits time between Cold Spring and Crestview.
- Chris Ampfer said he attended the wake at the community center Friday and the renters let him know that it was a fantastic facility and they appreciated it.

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- Cindy Moore asked if the auditor's contract was up this year. Steve Taylor stated, yes and we could put out a bid at any time. There was discussion about other expiring contracts. Ms. Moore also asked about open gym in the evenings. There was discussion about staffing, hours, gym access, and liabilities.
- Dave Guidugli asked for clarification on the UK Road Department classes. There was discussion about the classes and the Light Up Cold Spring date.
- Paul Kloeker asked if all of the concerts have been booked, Kim Jett stated that two concerts are under contract and she is waiting for the third contract to be returned.

*Adjourn: (2:53:55)*

- Adam Sandfoss adjourned the meeting at 10:23pm.

Approved:

City Clerk:

Mayor:

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