

**Northern Kentucky Area Planning Commission  
Meeting Minutes: February 8, 2006**

Chairman Bill Goetz called the monthly discussion forum of the Northern Kentucky Area Planning Commission to order at 5:15 PM in the Commission Chambers of the NKAPC Building in Fort Mitchell. Attendance of the members was as follows.

	<b>Term</b>	<b>Present</b>	<b>Absent</b>
Chairman Bill Goetz	May 2004 through May 2006	<b>X</b>	
Vice Chairman Tom Kriege	May 2004 through May 2006	<b>X</b>	
Treasurer Tom Litzler	May 2004 through May 2006	<b>X</b>	
Commissioner Gloria Grubbs	May 2004 through May 2006	<b>X</b>	
Commissioner Lou Noll	May 2005 through May 2007	<b>X</b>	
Commissioner Dick Spoor	May 2005 through May 2007	<b>X</b>	
Commissioner Gene Weaver	May 2005 through May 2007	<b>X</b>	

Also present were Dennis Andrew Gordon, FAICP, Executive Director; Mike Schwartz, AICP, Deputy Director for Current Planning; John Lauber, Deputy Director for Building Codes Administration; Keith Logsdon, AICP, Deputy Director for Long Range Planning; Melissa Bradford, Associate Zoning Official; Scott Campbell, Electrical Official; Ed Dietrich, Associate Planner; Stacie Hegge, legal assistant; and, Gail Deatherage, Administrative Assistant.

Commissioner Noll gave the invocation and Chairman Goetz led the Pledge of Allegiance.

Ms. Hegge administered the oath of office to newly-appointed Commissioner Gloria Grubbs. Chairman Goetz and members of the Commission welcomed Ms. Grubbs to the Commission. Commissioner Grubbs stated her pleasure at being appointed/elected and said she was looking forward to participating in the Commission's responsibilities.

**ACCEPTANCE OF AGENDA**

Chairman Goetz asked for review of the agenda. Chairman Goetz noted the item under Presentation/Discussion regarding One Stop Shop would be removed due to server being down. Mr. Gordon noted that this item would be presented at the next meeting. Commissioner Kriege made a motion to accept the agenda with the deletion; Commissioner Noll seconded the motion. Chairman Goetz asked for a voice vote on the motion which found unanimous approval. The motion passed.

**OLD AND UNFINISHED BUSINESS**

Chairman Goetz asked if the Minutes of the January 25, 2006, meeting were acceptable or if anyone had any additions/corrections.

Commissioner Litzler made a motion to accept the Minutes of January 25, 2006, as presented and Commissioner Weaver seconded it. Chairman Goetz asked for a roll call vote which found Commissioners Litzler, Weaver, Kriege, Noll, Spoor, and Chairman Goetz in favor; Commissioner Grubbs did not vote. The motion passed unanimously.

Chairman Goetz asked for a report from legal counsel. Ms. Hege noted there were no updates on legal issues.

Chairman Goetz asked for update reports from Mr. Gordon.

Mr. Gordon noted that those deputy directors present would introduce their new staff members who would in turn give some personal information on themselves. Mr. Logsdon introduced Mr. Dietrich; Mr. Schwartz introduced Ms. Bradford; and, Mr. Lauber introduced Mr. Campbell. Mr. Goetz welcomed the new staff members on behalf of the Commission and encouraged them to go forth and do good work for the communities we represent.

Mr. Gordon then passed out a copy to the commission of the NKAPC Employee Insurance Coverage covering cost comparisons for fiscal years 2003 to the first half of 2006 (copy of this report attached to the original Minutes). Mr. Gordon explained various areas covered by the report and answered some general questions from the commission. After some general discussion, Chairman Goetz noted that Mr. Gordon would have additional information which the commission requested for presentation at the next meeting and that the healthcare plan would be approved at the next meeting.

Mr. Gordon noted that he had had some discussion with Chairman Goetz regarding the establishment of a Wall of Honor in the NKAPC office. He stated that he felt there was a need to establish general rules, guidelines, and procedures to govern how names would be added to the wall. Chairman Goetz responded that he would like to establish a joint committee of staff, NKAPC, and Kenton County Planning Commission (KCPC) members to assist in establishing these standards, procedures, and criteria.

Mr. Gordon reported that the KCPC approved its FY06 budget finally which includes a second \$10,000 annual contribution toward renovation of the commission chambers. Some discussion ensued with regard to the KCPC meeting and that commission's contract with NKAPC for staff services. After some further discussion, Chairman Goetz asked Mr. Gordon for a report as to how NKAPC could provide the KCPC with a more accurate breakdown of how much it spends towards Kenton County planning efforts without invoicing the KCPC. He suggested this information could be transmitted to KCPC members along with a letter explaining the costs for members who do not know the history of the contract with NKAPC. Mr. Gordon said he would pursue the effort.

Commissioner Kriege left the meeting at approximately 6:00 PM.

Mr. Gordon reported that litigation has been filed against the Cities of Crescent Springs and Fort Wright for their sign regulations. He noted that these two cities' regulations were virtually identical to those of all other Kenton County jurisdictions. He indicated further that the Kenton County Planning Commission was pursuing text amendments to address the legal issues in all county jurisdictions' sign regulations and that these amendments would be on the planning commission's March agenda.

Chairman Goetz asked for reports from commission and committee members.

Ms. Grubbs noted she was glad to become a member of the NKAPC and thanked everyone for their help in the recent election. She noted she wanted to be a very involved member and was glad to have the opportunity to serve.

Commissioner Noll reported that the Long Range Planning Committee had met on Tuesday, February 7 with discussion of the contract with the Commonwealth of Kentucky for the Roundabout Study. He noted the committee is looking at a third location for utilizing roundabouts. He stated a meeting of the South Banklick Study would be held on Wednesday, March 15 at 7:00 PM at Simon Kenton High School.

Commissioner Spoor noted that he would be meeting with Mr. Gordon to look at the final FY05 audit numbers and he hopefully would be able to give an update at one of the meetings in March.

Commissioner Litzler responded that as the new treasurer he is in process of looking over the check register provided by the bookkeeper. He noted further that he had addressed a few questions to Mr. Gordon and the bookkeeper.

Chairman Goetz noted he would be meeting with KCPC Chair Alex Weldon to discuss further the comprehensive plan update process, noting that traditionally the two planning commission chairs have co-chaired the committee. He noted he would keep the Commission informed of progress on the discussions.

Chairman Goetz asked if there were any other comments or business to come before the Commission. There being no further business, he adjourned the meeting with unanimous consent at 6:20 PM.

---

Bill Goetz, Chairman

---

Dennis Andrew Gordon, FAICP  
Executive Director/Secretary