



**Florence City Council  
Business Meeting  
Tuesday, October 10, 2023  
6:00 p.m.**

**MINUTES**

The City Council of the City of Florence, Kentucky, met in regular session on Tuesday, October 10, 2023, at 6:00 p.m. at the Florence Government Center, 8100 Ewing Boulevard, Florence, Kentucky, with Mayor Julie M. Aubuchon presiding as chair.

**CALL TO ORDER & WELCOME:**

Mayor Julie M. Aubuchon called the regular meeting to order and declared the regular session open for the presentation of all city business.

**INVOCATION & PLEDGE OF ALLEGIANCE:**

Mayor Aubuchon and Members of City Council recited the invocation.

All attendees recited the Pledge of Allegiance.

**ROLL CALL:**

The roll was called, and the following five (5) members of council were registered present: Lesley Chambers, Jenna Kemper (Vice-Mayor), David A. Osborne, Patricia Wingo, and Gary Winn. Councilmember Mel Carroll was absent.

Staff members present were: Assistant City Attorney, Dale T. Wilson; CFO/HR, Linda Chapman; Fire/EMS Assistant Chief, John Black; Chief of Police, Tom Grau; Public Services Director, Eric Hall; Director of Administration/City Administrator, Joshua J. Hunt; City Engineer, Bill Viox; City Clerk, Melissa Kramer; Videographers, Jay Gordon and Alex Caldwell; and Police Lieutenant, Jeff Mallery.

The following were also present in the audience: Assistant City Clerk, Brandi Roundtree; Former Florence Mayor, Diane E. Whalen; Resident of Florence, Stephen Conrad; Resident of Florence, Brad Cable; Resident of Florence, Angela Cable; Resident of Florence, Stacey Arnett; Resident of Florence, Thomas Judd; and Northern Kentucky Tribune Reporter, Trisha Scheyer.

**APPROVAL OF MINUTES:**

Mayor Aubuchon called for a motion to approve the minutes of the September 26, 2023, business meeting. Councilmember Winn motioned to approve the minutes with a second from Councilmember Wingo. **All councilmembers present voted aye.**

**MUNICIPAL ORDER MO-14-2023:**

Mayor Aubuchon read Municipal Order MO-14-2023. A Municipal Order approving a real estate purchase agreement between the City of Florence, Kentucky, and Nellie McCarty Estate, for the property located at 7424 US 42, Florence, Kentucky. Mayor Aubuchon called for a motion to approve Municipal Order MO-14-2023. Councilmember Wingo motioned to approve Municipal Order MO-14-2023 with a second from Councilmember Winn.

Mayor Aubuchon called upon Director of Administration/City Administrator, Joshua Hunt, with regard to the Municipal Orders. Mr. Hunt referenced his presentation which identified the properties. Mr. Hunt advised the properties were previously discussed amongst councilmembers at the Budget Workshop and during Closed Session. Mr. Hunt explained the properties were intended for future community purposes. The Municipal Orders would provide the Mayor authorization to execute the closing documents for the properties.

No further discussion was necessitated and based on the motion to approve Municipal Order MO-14-2023 by Councilmember Wingo and seconded by Councilmember Winn, Mayor Aubuchon requested a Roll Call Vote. Councilmember Chambers, yes; Councilmember Winn, yes; Councilmember Kemper, yes; Councilmember Wingo, yes; Councilmember Osborne, yes. **Roll call recognized five yes votes approving Municipal Order MO-14-2023 by unanimous vote.**

**MUNICIPAL ORDER MO-15-2023:**

Mayor Aubuchon read Municipal Order MO-15-2023. A Municipal Order approving a real estate purchase agreement between the City of Florence, Kentucky, and Frank L. Michel, for the property located at 7420 US 42, Florence, Kentucky.

Mayor Aubuchon called for a motion to approve Municipal Order MO-15-2023. Councilmember Wingo motioned to approve Municipal Order MO-15-2023 with a second from Councilmember Winn. Mayor Aubuchon requested a Roll Call Vote. Councilmember Chambers, yes; Councilmember Winn, yes; Councilmember Kemper, yes; Councilmember Wingo, yes; Councilmember Osborne, yes. **Roll call recognized five yes votes approving Municipal Order MO-15-2023 by unanimous vote.**

**MUNICIPAL ORDER MO-16-2023:**

Mayor Aubuchon read Municipal Order MO-16-2023. A Municipal Order approving the first amendment to the Emergency Supply Agreement (“First Amendment”) by and between the Boone-Florence Water Commission (“Commission”), the Boone County Water District (“BCWD”), the City of Florence, Kentucky (“City”) and Northern Kentucky Water District (“NKWD”); and authorizing Julie Metzger Aubuchon, as Mayor, to execute this first amendment for and on behalf of the City of Florence, Kentucky. Mayor Aubuchon called for a motion to approve Municipal Order MO-16-2023. Councilmember Wingo motioned to approve Municipal Order MO-16-2023 with a second from Councilmember Winn.

Mayor Aubuchon called upon Public Services Director, Eric Hall, with regard to the Municipal Order. Mr. Hall explained the city's primary water source is Greater Cincinnati Water Works. In the event of an emergency, the city has an agreement with the Northern Kentucky Water District to arrange for the emergency supply of water which is tested annually. The Municipal Order provides authorization for the Mayor to sign the First Amendment to the Emergency Supply Agreement.

Councilmember Winn inquired if the city had ever used the emergency water supply. Mr. Hall stated no other than testing.

No further discussion was necessitated and based on the motion to approve Municipal Order MO-16-2023 by Councilmember Wingo and seconded by Councilmember Winn, Mayor Aubuchon requested a Roll Call Vote. Councilmember Chambers, yes; Councilmember Winn, yes; Councilmember Kemper, yes; Councilmember Wingo, yes; Councilmember Osborne, yes. **Roll call recognized five yes votes approving Municipal Order MO-16-2023 by unanimous vote.**

#### **MUNICIPAL ORDER MO-17-2023:**

Mayor Aubuchon read Municipal Order MO-17-2023. A Municipal Order declaring one Ford Interceptor Police Vehicle as surplus property, approving its transfer to the Perry County Sheriff's Department, and authorizing the execution of a Transfer Agreement with respect thereto. Mayor Aubuchon called for a motion to approve Municipal Order MO-17-2023. Councilmember Winn motioned to approve Municipal Order MO-17-2023 with a second from Councilmember Wingo.

Mayor Aubuchon called upon Chief of Police, Tom Grau, with regard to the Municipal Order. Chief Grau explained the city previously donated a surplus cruiser to Perry County Sheriff's Department earlier in the year. Sheriff Joe Engle of the Perry County Sheriff's Department contacted him again requesting a vehicle. Chief Grau explained Perry County was one of the hardest hit by the severe flooding in Eastern Kentucky and the community is still recovering. Chief Grau explained Sheriff Engle has a very limited budget and his agency is the primary law enforcement within the county. Sheriff Engle's current budget does not allow for the purchase or replacement of police cars. Chief Grau requested donation of the surplus cruiser to the Perry County Sheriff's Department.

No further discussion was necessitated and based on the motion to approve Municipal Order MO-17-2023 by Councilmember Winn and seconded by Councilmember Wingo, Mayor Aubuchon requested a Roll Call Vote. Councilmember Chambers, yes; Councilmember Winn, yes; Councilmember Kemper, yes; Councilmember Wingo, yes; Councilmember Osborne, yes. **Roll call recognized five yes votes approving Municipal Order MO-17-2023 by unanimous vote.**

#### **DISCUSSION – ROAD NAME CHANGES:**

Mayor Aubuchon referenced the memo contained in council packets pertaining to the proposed renaming of roads within the city. She explained the first proposed road to rename was a section of Cardinal Drive and Commerce Place to Tom Gill Way. Mayor Aubuchon explained Mr. Gill was a long time business owner in the community. Additionally, the four property owners on

Cardinal Drive have agreed to the proposed change. Correspondence from Tom Gill's attorney Stacey Graus was received and reviewed regarding the renaming of the road. Mayor Aubuchon explained the recent left-hand turn restrictions on Burlington Pike had significantly affected Mr. Gill's business accessibility to patrons and deliveries.

Mayor Aubuchon opened the floor for discussion.

Councilmember Chambers inquired whether the affected properties were residential or commercial. Administration Director/City Administrator, Joshua Hunt, stated two of the properties are residential and two are commercial. Per Mr. Gill's attorney, both property owners have agreed to the name change.

No further discussion was necessitated.

Mayor Aubuchon stated the second proposed road name change was for Holiday Drive to Betsy Conrad Way. Mayor Aubuchon explained the road was originally named Holiday Drive for the Holiday Inn which is no longer there. Mayor Aubuchon believed renaming the road would be a wonderful way to honor the memory and pay tribute to long time city clerk, Betsy Conrad and her remarkable contributions to the City of Florence. She explained Betsy's legacy is underscored by her twenty-two years of dedicated service as the Florence City Clerk/Human Resources Director. Betsy also served on Florence City Council, was instrumental in creating the Municipal Clerk's Association and served many local organizations.

Mayor Aubuchon introduced and called upon Betsy's husband, Stephen Conrad, in the audience. Mr. Conrad stated Betsy had a love for the city and always wanted to make things better. He explained Betsy was a lifetime member of the Girl Scouts and was extensively involved in their organization, as well as, many other organizations including the Florence Women's Club and Boone County Historical Society. Mr. Conrad stated Betsy always enjoyed singing and described all of her accomplishments and extensive involvement with the city. He expressed her deep love for the city and thanked everyone for their support and participation in the proposed renaming of the road in her honor.

Mayor Aubuchon stated she had the privilege to serve alongside Betsy for many years and expressed her appreciation of Betsy's service to the city. Mayor Aubuchon opened the floor for discussion.

Councilmember Osborne acknowledged the significant contributions of Betsy and her extensive involvement and commitment to the city and all the individuals she worked with through the years. Councilmember Osborne expressed his appreciation and honor to have worked with her through the years and believed the renaming of the road in her honor was well deserving.

Councilmember Wingo stated Betsy wore many hats and also literally wore many different hats. She stated Betsy enjoyed the fashion era of wearing elegant hats.

**MAYOR'S REPORT:**

- Mayor Aubuchon announced Florence residents are able to pay annual city property taxes at the Florence Government Center. The Boone County Sheriff's Office is also stationed in the Finance Department to collect county property taxes.
- Mayor Aubuchon reminded everyone Fall Clean Up is underway until Sunday, October 15. Drop off is at the Public Services Maintenance Facility located at 7850 Tanners Lane. The clean-up is available for Florence residents only and you must show proof of residency. She encouraged everyone to contact the City of Florence Public Services Department at (859)647-5416 for more information.
- Mayor Aubuchon reminded everyone the YMCA Senior Fall Festival would be held on Friday, October 20 from 10:00 a.m.-2:00 p.m. at Thomas More Stadium, Home of the Florence Y'all. All seniors are invited to attend this free fun fall event. Over 40 community partners offering valuable senior resources, health screening, flu shots and many giveaways.
- Mayor Aubuchon announced Halloween Night Out would be held on Tuesday, October 24 at Thomas More Stadium, Home of the Florence Y'all from 6:00-8:00 p.m. The event will have vendors and treats for kids. The "Nightmare at the Ballpark" will be a spooktacular family friendly free event and be held rain or shine.
- Mayor Aubuchon announced the Florence Police Department is participating in the National Prescription Drug Take Back Day on Saturday, October 28, 10:00 a.m. – 2:00 p.m. There will be two drop off locations: the north parking lot of the Florence Government Center and Florence Kroger Marketplace, 7685 Mall Road. She encouraged everyone to call the Florence Police Department at (859)647-5420 for additional information.
- Mayor Aubuchon announced trick or treat hours in all of Boone County would be on Halloween, Tuesday, October 31, from 6:00-8:00 p.m.
- Mayor Aubuchon announced the Household Hazardous Waste Collection Event at Thomas More Stadium, Home of the Florence Y'all is scheduled for Saturday, November 4 from 9:00 a.m.-2:00 p.m. Free disposal of the following items: aerosol cans, antifreeze, batteries, corrosives/flammables (fuel, gasoline, etc.), electronics (computers, monitors, printers, cell phones, etc.), ink/toner cartridges, light bulbs, oil, paint (10 can limit), pesticides (2 gallons/liquid max or 2lbs/powder max), cylinders and tanks, TVs (limit of 2 per vehicle). They will not accept appliances, fertilizer, mercury-containing devices, medications, or tires at this event. Paper is no longer accepted. A registration form must be filled out and you may obtain the form on the city website and the county website. You must be a Boone, Kenton, or Campbell County resident to participate – no businesses. She encouraged everyone to contact the Boone County Coordinator, Jake Buerger at (859)334-3151 with any questions.
- Mayor Aubuchon announced, in partnership with Florence Christian Church, the city will host "The Witness Tree" Event. The event will be held beginning November 1 and run through November 11 daily at 8:00 a.m. on the campus of the Florence Government Center at the Boone County Veteran's Memorial. The eleven day program is intended to raise awareness of the estimated 22 veterans who commit suicide in our nation each day. The daily ceremonies will include placing 22 dog tags on a tree, readings, meditative thought, and reflection. Additional resources will be available for participants.

- Mayor Aubuchon announced the city would hold their Annual Veterans Day Program on Saturday, November 11 at 2:00 p.m. at the Florence Government Center, Community Rooms.
- Mayor Aubuchon informed everyone the Honor Run Half Marathon would be held the morning of Sunday, November 12 beginning at the Florence Y'all Water Tower. Funds raised are donated to the Honor Flights Tri-State. She encouraged everyone to be mindful of the road closures during the race.

**RECOGNITION:**

Mayor Aubuchon asked if any of the following desired recognition:

Members of City Council:

None desired recognition.

Department Heads:

Fire/EMS Assistant Chief, John Black:

Assistant Chief Black did not desire recognition.

Public Services Director, Eric Hall:

Mr. Hall did not desire recognition.

Chief of Police, Tom Grau:

Chief Grau did not desire recognition.

Director of Administration/City Administrator, Joshua J. Hunt:

Mr. Hunt did not desire recognition.

Members of the Audience:

None desired recognition.

**CLOSED SESSION:**

There was no need for Closed Session.

**ADJOURNMENT:**

There being no further business to come before the Council, Mayor Aubuchon called for a motion to adjourn. Councilmember Wingo so moved, with a second from Councilmember Kemper. **Councilmembers present voted aye**, the time being 6:26 p.m.

**APPROVED:**

/s/ Julie M. Aubuchon  
Julie M. Aubuchon, Mayor

**ATTEST:**

/s/ Melissa Kramer  
Melissa Kramer, City Clerk