



**Florence City Council  
Special Meeting  
Tuesday, December 17, 2024  
6:00 p.m.**

**MINUTES**

The City Council of the City of Florence, Kentucky, met in special session on Tuesday, December 17, 2024, 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 special 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 six (6) members of council were registered present: Mel Carroll, Lesley Chambers, Jenna Kemper, David A. Osborne, Patricia Wingo, and Gary Winn.

Staff members present were: City Attorney, Thomas R. Nienaber; Fire/EMS Chief, Rodney Wren; Chief of Police, Jeff Mallery; Public Services Director, Eric Hall; City Engineer, Bill Viox; City Clerk, Melissa Kramer; Finance Director, Jason Lewis; Videographer, Perry Weber; and Police Corporal, Ben Kolkmeier.

The following were also present in the audience: Battalion Chief of EMS, Danielle Stiner; Battalion Chief of Training, Matt Pleiman; Assistant Fire/EMS Chief, Chris Miller; Fire Marshal Randy Childress; Fire/EMS Captain Eric Siemer; Fire/EMS Commander Dave Dannemiller; Fire/EMS Captain Sam Money; Fire/EMS Captain Chris Fuhrmann; Members of the Florence Fire/EMS Department; Florence Firefighter/Paramedic Cristian Espinoza; Firefighter/Paramedic Zach Castleberry; Paramedic Sami Corbin; Paramedic Jonna Wilson; Paramedic Lauren Goldfuss; Paramedic Brooke Schermann; Police Captain Greg Rehkamp; Police Sergeant Sam Riley; Police Detective Keith Guidice; Police Officer Blake Burkhardt; Police Captain Nathan Rettig; Sergeant Michael Gonterman; Officer Tyler Jackson; Officer Hunter Jacobs; Retired Police Data Analyst, Leslie Runge; Police Data Analyst Sarah Hayden; Police Property Clerk Jackie Hart; Public Services Superintendent Greg Clift; Finance Supervisor Ashley Schilffarth; Kentucky Supreme Court Justice Michelle M. Keller; Councilmember Elect Diane E. Whalen; Councilmember Elect

Angie Cable; Friends and Family of Councilmember Jenna Kemper; Friends and Family of Councilmember Elect Angie Cable; Friends and Family of Florence Firefighter/Paramedic Cristian Espinoza; Friends and Family of Florence Firefighter/Paramedic Zach Castleberry; Friends and Family of Florence Paramedic Sami Corbin; Friends and Family of Paramedic Florence Jonna Wilson; Friends and Family of Florence Paramedic Lauren Goldfuss; Friends and Family of Florence Paramedic Brooke Schermann; Members of the Parrett Family; Resident of Florence, Nancy Corman; Resident of Florence, Thomas Judd; and Resident of Florence, James Leach.

### **APPROVAL OF MINUTES:**

Mayor Aubuchon called for a motion to approve the minutes of the December 10, 2024 business meeting. Councilmember Carroll motioned to approve the minutes with a second from Councilmember Kemper. **All councilmembers present voted aye.**

### **FLORENCE POLICE DEPARTMENT RECOGNITION:**

Mayor Aubuchon called upon Chief of Police Jeff Mallery with regard to recognition of the Florence Police Department personnel including Sergeant Michael Gonterman, Officer Tyler Jackson, Officer Hunter Jacobs, and Detective Keith Guidice and recognition of Boone County Sheriff's Office Deputy Troy Greenlee.

Chief Mallery stated that on the morning of July 6, 2024, a tragic event occurred at 2673 Ridgecrest Drive, forever altering our community. Officers were dispatched in response to shots fired. Chief Mallery commended the officers and deputies for their exceptional response recognizing them with the "Life Saver Award".

Chief Mallery read the Life Saver Award:

*In the early morning hours of July 6, 2024, Sergeant Michael Gonterman, Officer Tyler Jackson, Officer Hunter Jacobs, and Boone County Deputy Troy Greenlee responded to an active shooter event at 2673 Ridgecrest Drive Florence, Ky. The information they were being told indicated several people had been shot at the residence, some were not breathing, and the shooter was still there. At the front door, Officer Jacobs and Deputy Greenlee pulled a gunshot victim out of the house. Deputy Greenlee tended to her wounds. With disregard for their own safety, the three Florence officers entered the residence to search for the shooter and more victims. Sgt. Gonterman encountered a victim, upstairs, shot in the chest and gave direction on medical care, Officer Jacobs ran to his police car to get medical supplies. In the basement Sgt. Gonterman and Officer Jackson located another victim still alive with multiple gunshot wounds. Officer Jackson performed life saving measures on her. The selfless acts demonstrated by Sgt. Gonterman, Officer Jackson, Officer Jacobs, and Deputy Greenlee resulted in three victims surviving. The heroic, selfless, actions taken that morning by these officers saved lives. These officers exemplify professionalism, commitment to duty and they truly are guardians of our community.*

Chief Mallery identified the survivors of the incident as Claire Thomas, Chloe Parrett, and Konnor Marksberry. He expressed his gratitude for their attendance and their families.

Additionally, Chief Mallery recognized Detective Keith Guidice with a Letter of Commendation highlighting his outstanding work during the investigation. Detective Guidice is a 24-year veteran of the Florence Police Department and was the lead investigator on the case.

Chief Mallery read the Letter of Commendation:

*On July 6, 2024, Detective Guidice responded to a mass shooting incident in the early morning hours as the lead investigator in which seven individuals had been shot and four of those individuals had been killed. Detective Guidice conducted himself with absolute professionalism and demonstrated a remarkable ability to show empathy and compassion as he investigated the scene and engaged with the families affected with this tragedy. Despite the horrendous nature and violence of the incident, Detective Guidice demonstrated to other officers the very definition of calm amidst chaos. Detective Guidice repeatedly and in person made notifications to the families affected by this event. Detective Guidice's ability to remain in control at the scene and during the investigation, despite its immense emotional impact is an example to the law enforcement profession. Detective Guidice's dedication and outstanding performance of duty reflects great credit upon himself and the Florence Police Department.*

Chief Mallery expressed his deep sorrow for the tragic loss of four individuals in the attack. Those individuals were Shane Miller, Hayden Rybicki, Delaney Eary, and Melissa “Missy” Parrett. He called for a moment of silence to honor their memory and pay respect to the victims.

Chief Mallery extended his gratitude to the Boone County Sheriff’s Office, Florence Fire/EMS Department, Boone County Dispatchers, Boone County Coroner's office, Boone County Attorney's office, Commonwealth Attorney’s office; Boone County Emergency Management and The Red Cross. Additionally, he thanked Mayor Aubuchon and members of city council, Regional Peer Support teams, The Northern Kentucky Peer Support Team, Dr. Kate Chard from the UC Health, Retired Cincinnati Police Sergeant, Dave Corlett, the Critical Stress and Wellness Center and the Pet Partners of Greater Cincinnati for their support and services to first responders. Furthermore, Chief Mallery thanked the victims and their families for the support of our officers.

In closing, Chief Mallery stated it was an honor to recognize the officers for their outstanding work. He thanked everyone who attended and encouraged them to keep all first responders, as well as the victims and their families, in their prayers.

### **OATHS OF OFFICE:**

Rodney Wren, Fire/EMS Chief, introduced the newest members of the Florence Fire/EMS Department including Firefighter/Paramedic Cristian Espinoza; Firefighter/Paramedic, Zach Castleberry; Paramedic Sami Corbin; Paramedic Jonna Wilson; Paramedic Lauren Goldfuss; and Paramedic Brooke Schermann.

Mayor Aubuchon administered the oaths of office while Chief Wren presented them with their badges.

### **SECOND READING – ORDINANCE O-23-2024:**

Mayor Aubuchon read Ordinance O-23-2024. An Ordinance Relating to the Adoption and Approval of Text Amendments to the Boone County Zoning Regulations Text as applicable to the City of Florence, Kentucky, these Text Amendments being to Article 40, Section 4000; Article 5,

Section 505.1, Section 505.2, Section 505.3, Section 505.4, And Section 505.5, Modifying the Definitions of “Electric Vehicle Charging Station, Public” and “Gasoline Filling Station.”

The effect of this Ordinance is to adopt zoning text amendments modifying the definitions of “Electric Vehicle Charging Station, Public” and “Gasoline Filling Station” in order to comply with KRS 100.326 which became effective July 15, 2024.

The full text of Ordinance O-23-2024 including its exhibits, is available for examination in the office of the City Clerk of the City of Florence, Kentucky, in the Florence Government Center, 8100 Ewing Blvd., Florence, Kentucky, during regular office hours.

Mayor Aubuchon called for a motion to approve the second reading of Ordinance O-23-2024. Councilmember Winn motioned to approve, with a second from Councilmember Kemper. Mayor Aubuchon requested a Roll Call Vote. Councilmember Carroll, yes; Councilmember Chambers, yes; Councilmember Winn, yes; Councilmember Kemper, yes; Councilmember Wingo, yes; Councilmember Osborne, yes. **Roll call recognized six yes votes approving the second reading of Ordinance O-23-2024 by unanimous vote.**

#### **SECOND READING ORDINANCE O-24-2024:**

Mayor Aubuchon read Ordinance O-24-2024. An Ordinance of the City of Florence, Kentucky, amending the budget for the 2024-2025 Fiscal Year of the City (Amendment #1)

This Ordinance represents an amendment to the Fiscal Year 2024-2025 Budget for the City of Florence. The purpose of this Amendment is to reflect the following changes in the City Budget: Incorporation of the prior year audited fund balance amounts from the Fiscal Year 2024 year-end audit; Carryovers for budgeted operating and capital items from the prior year; Increases in estimates for capital projects and expenditures for the current year; and Increases in all departments for personnel costs due to personnel policy changes and the Authorized Positions and Pay Plans adopted in October 2024 (Ordinance O-18-2024).

The full text of Ordinance O-24-2024 including its exhibits, is available for examination in the office of the City Clerk of the City of Florence, Kentucky, in the Florence Government Center, 8100 Ewing Blvd., Florence, Kentucky, during regular office hours.

Mayor Aubuchon called for a motion to approve the second reading of Ordinance O-24-2024. Councilmember Carroll motioned to approve, with a second from Councilmember Wingo. Mayor Aubuchon requested a Roll Call Vote. Councilmember Carroll, yes; Councilmember Chambers, yes; Councilmember Winn, yes; Councilmember Kemper, yes; Councilmember Wingo, yes; Councilmember Osborne, yes. **Roll call recognized six yes votes approving the second reading of Ordinance O-24-2024 by unanimous vote.**

**SECOND READING ORDINANCE O-25-2024:**

Mayor Aubuchon read Ordinance O-25-2024. An Ordinance amending, updating, and revising Florence’s current Personnel Policy Manual.

The purpose of this Ordinance O-25-2024 is to adopt and approve a new City of Florence Personnel Policy Manual. This revised Personnel Policy Manual ensures compliance with the latest federal and state mandates. In addition, the revised Personnel Policy Manual updates the City’s employee benefits package. Key updates to the Personnel Policy Manual also include, but are not limited to, expanding ADA and reasonable accommodation policies; adoption of a more robust Harassment and Complaint Procedure; amendments to the Alternative Sick Leave Program; updating of Confidentiality and Personnel Records Policy; creation of an addition to a Generative Artificial Intelligence Policy; adoption of a revised Pregnancy and Paternal Leave Policy; and the addition of a Consolidated Omnibus Budget Reconciliation Act (“COBRA”) Policy. The foregoing and other changes to the Personnel Policy Manual are designed to enhance employee satisfaction and make the City a more attractive place for employment.

The full text of Ordinance O-25-2024, including its exhibits, is available for examination in the office of the City Clerk of the City of Florence, Kentucky, in the Florence Government Center, 8100 Ewing Blvd., Florence, Kentucky, during regular office hours.

Mayor Aubuchon called for a motion to approve the second reading of Ordinance O-25-2024. Councilmember Winn motioned to approve, with a second from Councilmember Kemper. Mayor Aubuchon requested a Roll Call Vote. Councilmember Carroll, yes; Councilmember Chambers, yes; Councilmember Winn, yes; Councilmember Kemper, yes; Councilmember Wingo, yes; Councilmember Osborne, yes. **Roll call recognized six yes votes approving the second reading of Ordinance O-25-2024 by unanimous vote.**

**SECOND READING ORDINANCE O-26-2024:**

Mayor Aubuchon read Ordinance O-26-2024. An Ordinance relating to personnel thereby amending Ordinance Nos. O-4-2024, O-9-2024, O-13-2024, and O-18-2024 relating to Job Descriptions, Authorized Positions, and Pay Plan.

The purpose of amending Ordinance O-26-2024 is to create a stand-alone Ordinance which addresses Job Descriptions, Pay Plan, and List of Authorized Positions, thereby removing all references to the City’s approved and adopted Personnel Policy Manual. In all other respects, Ordinance O-26-2024 adopts and incorporates all provisions relating to Job Descriptions, Pay Plan, and List of Authorized Positions, as currently in effect. The City has adopted by a stand-alone Ordinance O-25-2024 provisions of the revised and updated Personnel Policy Manual.

The full text of Ordinance O-26-2024, including its exhibits, is available for examination in the office of the City Clerk of the City of Florence, Kentucky, in the Florence Government Center, 8100 Ewing Blvd., Florence, Kentucky, during regular office hours.

Mayor Aubuchon called for a motion to approve the second reading of Ordinance O-26-2024. Councilmember Wingo motioned to approve, with a second from Councilmember Osborne. Mayor Aubuchon requested a Roll Call Vote. Councilmember Carroll, yes; Councilmember Chambers, yes; Councilmember Winn, yes; Councilmember Kemper, yes; Councilmember Wingo, yes; Councilmember Osborne, yes. **Roll call recognized six yes votes approving the second reading of Ordinance O-26-2024 by unanimous vote.**

### **2024 YEAR END CITY ACHIEVEMENTS:**

Mayor Aubuchon presented her year-end address.

*As 2024 ends, I am honored to reflect on another incredible year for the City of Florence. Together, we have achieved so much and tonight I would like to celebrate the dedication and accomplishments of every department, our team of employees, our city leaders and Florence City Council including Councilmembers Mel Carroll, Lesley Chambers, Jenna Kemper, David A. Osborne, Patricia Wingo and Gary Winn, who work tirelessly to make Florence a great place to live, work and play.*

*Inside Council Chambers this evening, you may have noticed banners showcasing key achievements from each city department over the past year. While, we cannot list every milestone, these banners highlight some of the most commendable accomplishments that have played a significant role in shaping the success of our community. Each achievement represents the hard work, dedication and impact of our incredible team.*

*The Public Services Department, led by Public Services Director, Eric Hall, has achieved several notable accomplishments but a few of their highlights include their first-ever Public Works Academy for high school students, an apprentice program that showcased the expertise and commitment of our team. They upgraded lighting systems at our Florence Government Center and Skees Senior Center, making our facilities brighter and more energy efficient. Additionally, they expanded our salt storage capacity, ensuring we are well-prepared to keep our roads clear and safe during winter weather.*

*The Finance Department, led by Finance Director, Jason Lewis, has experienced a seamless leadership transition as he stepped into his role. This team continued to provide the outstanding customer service, handling over 16,000 inquiries from our residents and businesses. For the 19<sup>th</sup> consecutive year, they earned the Certification of Achievement for Excellence in Financial Reporting, a testament to their professionalism and dedication.*

*This year, the Florence Fire/EMS Department, led by Chief Rodney Wren, once again received the well-deserved recognition for their exceptional medical response with several members of their team receiving the Brain Pin. They were also honored with a team member receiving the Gateway Community Preceptor of the Year, highlighting their leadership in mentoring the next generation of first responders. Through their leadership and innovation, they advanced the department with the addition of a Battalion Chief of EMS and the COPIC program, setting a new standard for service in our community.*

*The Florence Police Department, led by Chief of Police, Jeff Mallery, excelled in community engagement by expanding the Community Resource (CRO) unit, strengthening the connections between our officers and residents teaching DARE to over 800 students. They also led a successful fundraising campaign for the fight against children's cancer showing that our officers serve with both dedication and heart. The department achieved a 100% score in safety and liability assessments demonstrating their unwavering commitment to excellence. We are also proud to recognize Officer Jacobs who earned the Governor's Award and the prestigious MADD Award for exemplary service and Officer Pinkston who received the Occupant Safety Award for 2024. Additionally, several officers received commendations this evening for their outstanding contributions to public safety.*

*The Administration Department, led by Director of Administration/City Administrator, Joshua Hunt, attracted \$400 million in new capital investments to sustain the City of Florence's economic growth and development opportunities. The department launched the Good Neighbor Program and organized city events that brought us*

*together to celebrate our community. With the support of our city council, the department successfully passed 64 legislative actions, ensuring Florence continues to move forward as a leader in the region. Additionally, the launch of our YouTube channel marks an important step in improving transparency with our residents. Residents can also reach out to us via email, the Florence Y'all app or by attending our meetings in person.*

*I would like to thank our Department Heads led by, Director of Administration/City Administrator, Joshua Hunt, Finance Director, Jason Lewis, Fire/EMS Chief, Rodney Wren, Chief of Police, Jeff Mallery and Public Services Director, Eric Hall. Without them and their teams, none of the success of the city would be possible. Thank you.*

*Finally, and most importantly, I would like to take a moment to express my gratitude to city council for their invaluable insight and encouragement throughout the year. Your dedication to our community and commitment to its growth has been instrumental in driving our progress forward.*

*To our departing Councilmember Carroll and Councilmember Kemper, thank you for your dedicated service to our city. Your contributions have left a lasting impact and we are deeply grateful. As a token of our appreciation, we have prepared Proclamations in your honor. A small but heartfelt recognition of the positive difference you have made in our community.*

*To Councilmember Elect Cable and Councilmember Elect Whalen, we look forward to working alongside you as we continue to build a brighter future for our community.*

*I wish each of you a Merry Christmas, a joyful holiday season, and a New year filled with peace and prosperity. Thank you for making this year extraordinary. Here's to an even brighter year ahead in 2025.*

### **RECOGNITION OF FLORENCE CITY COUNCIL MEMBERS:**

Mayor Aubuchon thanked and recognized Councilmember Jenna Kemper for her service and commitment to the Florence City Council by reading the following Proclamation:

**WHEREAS**, Councilmember Jenna Kemper has served the City of Florence with distinction and dedication during her tenure as a member of the Florence City Council and Vice-Mayor, demonstrating a commitment to the betterment of our community; and

**WHEREAS**, Jenna has been a passionate advocate for youth sports and swimming, championing initiatives and programs that promote physical activity, teamwork and opportunities for children and young adults to excel; and

**WHEREAS**, Jenna has been a consistent supporter of community engagement, strengthening the bonds among our citizens and her contributions have left a meaningful impact on the City of Florence, inspiring others to serve with integrity and passion.

**NOW, THEREFORE, BE IT PROCLAIMED THAT, I, Julie M. Aubuchon, Mayor of the City of Florence, Kentucky, and on behalf of the members of Florence City Council, do hereby recognize and honor,**

**Councilmember Jenna Kemper**

*For her exceptional service, passionate advocacy and dedication to our city. We extend our heartfelt gratitude for her commitment to Florence and eagerly anticipate her continued contributions to make our community an even better place to live, work and play. May Jenna enjoy countless joyful days ahead, surrounded by the love and support of her family and friends.*

*IN WITNESS WHEREOF, I have hereunto set my hand and caused the seal of the City of Florence, Kentucky to affixed hereto, this 17<sup>th</sup> day of December 2024.*

Mayor Aubuchon thanked and recognized Councilmember Mel Carroll for his service and commitment to the Florence City Council by reading the following Proclamation:

***WHEREAS**, Mel Carroll has faithfully served the City of Florence for a combined forty years as a valued member of the Florence City Council, tirelessly dedicating time, energy, and expertise to the betterment of our community;  
and*

***WHEREAS**, during his tenure, Mel has worked with diligence and passion to advance policies and initiatives that improved the quality of life for all residents, exemplifying integrity, leadership and a steadfast commitment to the City of Florence representing the interests of residents with fairness and community leaving a legacy of dedication and community pride; and*

***WHEREAS**, Mel has not only served in public office but has also been an active member of the community, positively impacting countless lives through his role as an educator, mentor and advocate for lifelong learning and personal growth; and*

***WHEREAS**, the City of Florence recognizes the extraordinary contributions of Councilmember Mel Carroll, whose years of service, leadership and community involvement have enriched the lives of our residents and helped shape the city into the community it is today.*

***NOW, THEREFORE, BE IT PROCLAIMED THAT, I, Julie M. Aubuchon, Mayor of the City of Florence, Kentucky, and on behalf of the members of Florence City Council, do hereby recognize and honor,***

***Councilmember Mel Carroll***

*for 40 years of distinguished service, leadership and dedication to our community. We extend our heartfelt best wishes in all future endeavors, knowing he will remain an integral part of Florence's history and future.*

*IN WITNESS WHEREOF, I have hereunto set my hand and caused the seal of the City of Florence, Kentucky, to be affixed hereto, this 17<sup>th</sup> day of December 2024.*

**SWEARING-IN CEREMONY – FLORENCE CITY COUNCIL MEMBERS – OATHS OF OFFICE:**

Mayor Aubuchon called upon Kentucky Supreme Court Justice Michelle M. Keller to administer the oath of office to Councilmember Elect Angie Cable, Councilmember Lesley Chambers, Councilmember David A. Osborne, Councilmember Elect Diane E. Whalen, Councilmember Patricia Wingo, and Councilmember Gary Winn.

Justice Keller administer the oaths of office to Councilmember Elect Angie Cable, Councilmember Lesley Chambers, Councilmember David A. Osborne, Councilmember Elect Diane E. Whalen, Councilmember Patricia Wingo, and Councilmember Gary Winn.

**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 Carroll so moved, with a second from Councilmember Kemper. **Councilmembers present voted aye**, the time being 6:50 p.m.

**APPROVED:**

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

**ATTEST:**

/s/ Melissa Kramer  
Melissa Kramer, City Clerk

