

## MEETING MINUTES OF THE ELSMERE CITY COUNCIL

March 8, 2016

6:30 PM

**LOCATION:** Elsmere City Building, 318 Garvey Avenue, Elsmere, KY 41018.

**CALL TO ORDER:** Mayor Lenhof called the meeting to order at 6:35 p.m.

**INVOCATION AND PLEDGE:** The invocation was given by Councilman Bill Bradford, followed by the Pledge of Allegiance.

**ROLL CALL:** The following members were present: Mayor Marty Lenhof, Councilwoman Joanne Barnett-Smith, Councilwoman Nancy Bowman, Councilman Bill Bradford, Councilwoman Gloria Grubbs, Councilwoman Alexis Tanner, and Councilwoman Mary Lou Neal.

### **APPROVAL OF MINUTES:**

Councilwoman Bowman made a motion to approve the minutes of the February 9, 2016, Special Council Meeting. Councilwoman Tanner seconded the motion. All members present voted aye. **Motion carried and so ordered.**

Councilwoman Tanner made a motion to approve the minutes of the March 1, 2016 Caucus Meeting. Councilwoman Grubbs seconded the motion. All members present voted aye. **Motion carried and so ordered.**

### **ADMINISTRATIVE REPORTS:**

**Building Inspector Bill Stith** reported there were two building and zoning permits issued in the month of February: 1 shed and 1 demolition. Amounts collected for building fees were \$125.00 and for zoning fees were \$60.00.

**City Engineer Ray Erpenbeck** had no report.

**City Clerk Misty Ezell** reported that she is continuing work on the new city website.

**Code Enforcement Officer & Zoning Administrator Rich Aliff** was not in attendance but submitted a written report to Council. Rob Himes with Planning Development Services of Kenton County also submitted a written report to Council.

**Parks and Recreation Director Denise Donahue** reported that the next event would be the Easter Egg Hunt to be held on March 19, 2016 at Covered Bridge Park at 11:00 a.m. The rain date for the hunt will be March 26, 2016.

**Interim City Attorney Greg Voss** had no report.

**Police Chief Tim Thames** Chief Thames summarized the items in his written report to City Council. Chief Thames reported that he is in the process of completing the 2015 employee performance evaluation. They should be completed by the middle of March. The inter-local agreement between Elsmere, Erlanger, Independence and Florence has been filed and is now in effect. The agreement gives our officers police powers across the Boone and Kenton County lines when needed.

**Public Works Director Chris Zerhusen** summarized items in his written report to Council. Mr. Zerhusen reported that street sweeping has started. The public works crew has begun to work on maintenance items in the parks and repair playground equipment.

Councilwoman Tanner made a motion to approve the Administrative Reports. Councilwoman Bowman seconded the motion. All members present voted aye. **Motion carried and so ordered.**

### **COUNCIL LIAISON REPORTS:**

**Administrative Liaisons Gloria Grubbs and Nancy Bowman** had no report

**Adopt-A-Troop Liaison Joanne Barnett-Smith** had no report

**Economic Development Liaisons Bill Bradford and Alexis Tanner** reported that the planning commission had made some recommendations related to the NC-Zone map amendment and the council will be discussing this at the next caucus meeting.

**Code Enforcement Liaison Mary Lou Neal** was not present.

**Parks and Recreation Liaisons Mary Lou Neal and Joanne Barnett-Smith** reported that the Easter egg hunt will be Saturday March 19, 2016 at 11:00 am at Covered Bridge Park.

**Streets Liaisons Alexis Tanner and Gloria Grubbs** will be meeting with Public Works Director Chris Zerhusen to work on updating the parking schedule ordinance.

**Scholarship** – The scholarship committee has not met, but the scholarship applications are due by the end of April. Council approved an increase in the amount of the two scholarships awarded from \$750.00 to \$1,000.00 per scholarship.

**City Administrator's Report** - City Administrator Alex Mattingly stated that work on the 2016/2017 fiscal year budget has begun. The Spring/Summer newsletter was mailed last week. Mr. Mattingly stated that the next Strategic Plan meeting will be held on Tuesday March 22 at 7:00 pm. Bobbie Bryant and Tad Long with the Kentucky League of Cities will be in attendance and will present the draft strategic plan to the public. This is the second of three scheduled meetings to discuss how the residents want the city of Elsmere to grow over the next five to 10 years. Also, Mr. Mattingly also complimented the police department for action taken regarding a problem property on Virginia Bradford Drive.

**Mayor's Report** – Mayor Marty Lenhof provided his annual report highlighting the City's accomplishments for the 2015 calendar year, including in the Police Department, Public Works and General Government areas.

**GENERAL ITEMS:**

**Order/Resolution No. 7-2016 – Joining the SD1 Lateral Lawsuit**

City Clerk Misty Ezell read in summary the Order/Resolution. Councilwoman Bowman made a motion to accept Order/Resolution 7-2016 as read. Councilwoman Barnett-Smith seconded the motion. All members present voted aye. Vote: 6-0. Motion carried and so ordered.

**Order/Resolution No. 8-2016 – Declaring Surplus Property**

City Clerk Misty Ezell read in summary the Order/Resolution. Councilwoman Tanner made a motion to accept Order/Resolution 8-2016 as read. Councilwoman Grubbs seconded the motion. All members present voted aye. Vote: 6-0.

**Order/Resolution No. 9-2016 – Appointing City Attorney – Greg Voss**

City Clerk Misty Ezell read in summary the Order/Resolution. Councilwoman Tanner made a motion to accept Order/Resolution 9-2016 as read. Councilman Bradford seconded the motion. All members present voted aye. Vote 6-0. Motion carried and so ordered.

**Order/Resolution No. 10-2016 – Appointing Linda Wilmhoff to the Code Enforcement Board**

City Clerk Misty Ezell read in summary the Order/Resolution. Councilwoman Tanner made a motion to accept Order/Resolution 10-2016 as read. Councilwoman Grubbs seconded the motion. All members present voted aye. Vote 6-0. Motion carried and so ordered

**Ordinance 1714-2016 –Accepting Martin Luther King Avenue as a Public Way**

Attorney Greg Voss performed a summary reading for the First Reading of Ordinance 1714-2016.

**AN ORDINANCE OF THE CITY OF ELSMERE, KENTUCKY CITY COUNCIL  
ACCEPTING A 735 FOOT PORTION MARTIN LUTHER KING, JR. AVENUE  
AS A PUBLIC ROADWAY**

**Ordinance 1715-2016 – Text Amendment to the Neighborhood Commercial Zone**

Attorney Greg Voss performed a summary reading for the First Reading of Ordinance 1715-2016.

**AN ORDINANCE PARTIALLY ADOPTING THE RECOMMENDATION OF THE KENTON COUNTY  
PLANNING COMMISSION, PARTIALLY REJECTING ITS RECOMMENDATION, AND AMENDING  
THE TEXT OF THE OFFICIAL CITY OF ELSMERE ZONING ORDINANCE TO UPDATE THE USE  
CATEGORIES APPLICABLE TO NEIGHBORHOOD COMMERCIAL ZONE.**

**Ordinance 1716-2016 – Amending Waste Collection Ordinance**

Attorney Greg Voss performed a summary reading for the First Reading of Ordinance 1716-2016.

**AN ORDINANCE AMENDING PORTIONS OF CHAPTER 51, “WASTE COLLECTION,” OF  
THE CITY OF ELSMERE, KENTUCKY CODE OF ORDINANCES TO MANDATE USE OF  
COLLECTION CARTS AND OTHER UPDATES RELATED TO THE ENFORCEMENT OF  
THIS CHAPTER.**

**Ordinance 1717-2016 – Map Amendment Garvey Avenue / List Farm**

Attorney Greg Voss performed a summary reading for the First Reading of Ordinance 1717-2016.

**AN ORDINANCE ADOPTING THE RECOMMENDATION OF THE KENTON  
COUNTY PLANNING COMMISSION AND AMENDING OF THE OFFICIAL ZONING  
MAP OF THE CITY OF ELSMERE TO CHANGE THE ZONING DESIGNATION OF  
AN APPROXIMATE 9.2 ACRE AREA ADJACENT TO 1664 GARVEY AVE. FROM R-  
1F TO IP-3.**

**REPORTS FROM COUNCIL:**

**Councilwoman Grubbs** had no report.

**Councilwoman Neal** had no report.

**Councilwoman Barnett-Smith** asked what can be done about the door store advertisements and the recorder that are delivered to residents and not picked up. City Administrator Alex Mattingly stated that he would see what could be done.


**Councilwoman Bowman** had no report.

**Councilwoman Tanner** had no report.

**Councilman Bradford** had no report.

**ADJOURNMENT**

Councilwoman Tanner made a motion to adjourn. Councilwoman Barnett-Smith seconded the motion. All members present voted aye. **Motion carried and so ordered.** Meeting adjourned at 7:30 p.m.

  
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Mayor Marty Lenhof

Attest:

Misty Ezell  
Misty Ezell, City Clerk