

MEETING MINUTES OF THE ELSMERE CITY COUNCIL

June 9, 2015

6:30 PM

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

CALL TO ORDER: Mayor Lenhof called the meeting to order at 6:31 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 Mary Lou Neal, and Councilwoman Alexis Tanner.

APPROVAL OF MINUTES:

Councilwoman Bowman made a motion to approve the minutes of the May 12, 2015 Regular Council Meeting. Councilwoman Grubbs seconded the motion. All members present voted aye, with the exception of Councilwoman Tanner abstained. **Motion carried and so ordered.**

Councilwoman Grubbs made a motion to approve the minutes of the June 2, 2015 Special Council Meeting. Councilwoman Barnett-Smith seconded the motion. All members present voted aye. **Motion carried and so ordered.**

Councilwoman Bowman made a motion to approve the minutes of the June 2, 2015 Caucus Meeting. Councilwoman Grubbs seconded the motion. All members present voted aye. **Motion carried and so ordered.**

GENERAL ITEMS:

Elsmere Community Scholarship Winners – Hayley Osborne and Isabella Cross

Mayor Lenhof gave a speech about each winner and gave them their awards.

Honoring Jack's Glass, Inc. – 70 years in Business

Mayor Lenhof presented Drew Fassler and Michael Benedetti of Jack's glass with a Proclamation and an award for their 70 years in business.

Councilwoman Grubbs made a motion to take a 15 minute break at 6:45 pm. Councilwoman Bowman seconded the motion. All members present voted aye. **Motion carried and so ordered.**

Councilwoman Bowman made a motion to return from the break at 7:04 pm. Councilwoman Grubbs seconded the motion. All members present voted aye. **Motion carried and so ordered.**

ADMINISTRATIVE REPORTS:

Building Inspector Bill Stith reported on the building and zoning permits issued for the month of May.

City Engineer Ray Erpenbeck reported the storm sewer work on Merravay Drive is nearing completion, and next week the contractor will begin the street reconstruction near the Florence/Elsmere border of Merravay Drive.

Interim City Clerk Jessica Lucius reminded business that liquor license applications are due by June 19, 2015. Mrs. Lucius also reported she spent time the month of May preparing for the transition from one fiscal year to the next and coordinating insurance information.

Code Enf. Officer & Zoning Administrator Rich Aliff 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 submitted a written report to Council and was not able to be present.

City Attorney Tom Miller was not present.

Police Chief Tim Thames summarized the items in his written report to Council. Chief Thames reported Officer John Overbey is in his eighth week of training at the Kentucky Police Academy and the department has had first round of interviews for the lateral police officer position. They had 6 applications, which has been narrowed to 2 candidates who will interview on Thursday with the Mayor and City Administrator. Officer Byrd was recommended to join the Kenton County SWAT team, and he was accepted in May. He will go through SWAT training in July. May 5th and 7th the department completed its spring firearms training, and June 18th will be the department's KACP accreditation audit.

Public Works Director Chris Zerhusen summarized items in his written report to Council. Mr. Zerhusen reported the parks landscaping work is complete, and that Woodside Park poles, chains and gate have been replaced. East Covered Bridge Drive area had a water leak. There is water damage to that street that the City of Florence Water Department will be fixing. The banners have been switched to the American Flag design throughout the City. They were put up right before Memorial Day and will be taken down right after 4th of July.

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

COUNCIL LIAISON REPORTS:

Administrative Liaisons Gloria Grubbs and Nancy Bowman – Councilwoman Grubbs reported that she and Councilwoman Bowman have met with City Administrator Alex Mattingly concerning employee health insurance coverage and a mandatory benefits meeting is scheduled for June 24, 2015.

Adopt-A-Troop Liaison Joanne Barnett-Smith reported she has communicated with Julie Shuler. She also stated that the Kenton County Veterans Armed Forces Day 5K had a good turnout. They had breakfast after which was good. She also stated that she will be receiving an email about what the troops are going to need.

Economic Development Liaisons Billy Bradford and Alexis Tanner – Councilman Bradford and Councilwoman Tanner had no report at this time.

Code Enforcement Liaison Mary Lou Neal had no report.

Parks and Recreation Liaisons Mary Lou Neal and Joanne Barnett-Smith – reported that the House of Reptiles will be at Woodside Park at 6:30 on Thursday, June 11, 2015.

Streets Liaisons Alexis Tanner and Gloria Grubbs – had no report.

City Administrator's Report T. Alex Mattingly reported that the two residents in attendance wanted to discuss code enforcement issues and police matters, and their questions and concerns will be addressed.

Mayor's Report Mayor Marty Lenhof highlighted certain items in the proposed 15-16 fiscal year city budget. Mayor Lenhof asked council to be open to investigating an electric/gas franchise fee or adjust the insurance premium tax to fund future dispatch costs for the city's public safety entities. Mayor Lenhof also mentioned the need for a strategic plan, and that money has been included in the budget to create such a plan.. Mayor Lenhof also mentioned Police Department Lateral Interviews on Thursday, June 11, 2015. Mayor Lenhof also stated that interviews for the City Clerk position will be starting in the next few weeks.

GENERAL ITEMS CONT.:

Executive Order 15-2015 – Temporary Employee May-June 2015 – Tamara Dorgan

Mayor Lenhof summarized Executive Order 15-2015 extending the appointment of Tamara Dorgan as a part-time, temporary employee.

Executive Order 16-2015 – Amending Employee Insurance Declination Policy

Mayor Lenhof summarized Executive Order 16-2015 amending the Employee insurance declination policy.

Approval of Residential City Wide Loan – Jose Villanueva, 7672 Ironbridge Court

Councilwoman Tanner made a motion for approval of the residential City Wide Loan for Jose Villanueva. Mr. Mattingly stated that we got back with Ms. Tanner about her concerns. Councilwoman Barnett-Smith seconded the motion. Mayor Lenhof requested a Roll Call vote. Roll Call: Councilwoman Barnett-Smith – aye; Councilwoman Bowman – aye; Councilman Bradford – aye; Councilwoman Grubbs – aye; Councilwoman Neal – aye; Councilwoman Tanner – aye. Vote: 6-0. Motion carried and so ordered.

Order/Resolution 20-2015 – Time Warner/TBNK

Interim City Clerk Jessica Lucius read by title the Order/Resolution. Councilman Bradford made a motion to accept Order/Resolution 20-2015 as read. Councilwoman Neal seconded the motion. Five members present voted aye, and one member voted no. Vote: 5-1. Motion carried and so ordered.

Order/Resolution 21-2015 – Board of Adjustment Member – Erica Padilla

Interim City Clerk Jessica Lucius read by title the Order/Resolution. Councilwoman Grubbs made a motion to accept Order/Resolution 21-2015 as read. Councilwoman Tanner seconded the motion. All members present voted aye. Vote: 6-0. Motion carried and so ordered.

Order/Resolution 22-2015 – Extending Temporary Employment of Tamara Dorgan

Interim City Clerk Jessica Lucius read by title the Order/Resolution. Councilwoman Bowman made a motion to accept Order/Resolution 22-2015 as read. Councilwoman Grubbs seconded the motion. All members present voted aye. Vote: 6-0. Motion carried and so ordered.

Order/Resolution 23-2015 – Accepting Donation of 4 French Ave. from St. Elizabeth

Interim City Clerk Jessica Lucius read by title the Order/Resolution. Councilwoman Tanner made a motion to accept Order/Resolution 23-2015 as read. Councilwoman Barnett-Smith seconded the motion. All members present voted aye. Vote: 6-0. Motion carried and so ordered.

Order/Resolution 24-2015 – Dissolving Renaissance District and Authorizing Map/Text Amendment Application to KCPC

Interim City Clerk Jessica Lucius read by title the Order/Resolution. Councilwoman Tanner made a motion to accept Order/Resolution 24-2015 as read. Councilwoman Grubbs seconded the motion. All members present voted aye. Vote: 6-0. Motion carried and so ordered.

Ordinance 1701-2015 - Budget Amendment Fiscal Year 2014-2015

City Administrator Alex Mattingly performed a full reading for the First Reading of Ordinance 1701-2015.

AN ORDINANCE AMENDING THE CITY OF ELSMERE, KENTUCKY BUDGET ORDINANCE NUMBER 1679-2014 FOR THE FISCAL YEAR JULY 1, 2014 THROUGH JUNE 30, 2015.

Ordinance 1702-2015 – Budget Fiscal Year 2015-2016

City Administrator Alex Mattingly performed a full reading for the First Reading of Ordinance 1702-2015.

A BUDGET ORDINANCE FOR THE CITY OF ELSMERE, KENTUCKY PURSUANT TO KRS 91A.030 (10) FOR THE FISCAL YEAR JULY 1, 2015 THROUGH JUNE 30, 2016, BY ESTIMATING REVENUES AND RESOURCES AND APPROPRIATING FUNDS FOR THE OPERATION OF THE CITY GOVERNMENT AND PROVIDING THAT NO MONIES SHALL BE EXPENDED BY OR ON BEHALF OF THE CITY OF ELSMERE EXCEPT IN ACCORDANCE HERewith.

Ordinance 1703-2015 Adopting 2015-2016 Salary Scale

City Administrator Alex Mattingly performed a full reading for the First Reading of Ordinance 1703-2015.

AN ORDINANCE ADOPTING AND ENACTING THE COMPREHENSIVE PAY PLAN FOR THE NON-ELECTED CITY OFFICERS AND EMPLOYEES OF THE CITY OF ELSMERE, IN ACCORDANCE WITH KRS 83A.070(2).

REPORTS FROM COUNCIL:

Councilwoman Grubbs had no report.

Councilwoman Neal had no report.

Councilwoman Barnett-Smith asked Chief Thames for the speed trailer to be placed in her neighborhood first because her neighbors have been asking her for it.

Councilwoman Bowman had no report.

Councilwoman Tanner had no report.

Councilman Bradford had no report.

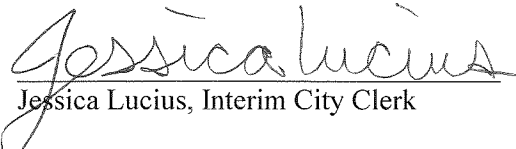
ADJOURNMENT

Councilwoman Grubbs made a motion to adjourn. Councilwoman Tanner seconded the motion. All members present voted aye. **Motion carried and so ordered.** Meeting adjourned at 7:58 p.m.



Mayor Marty Lenhof

Attest:



Jessica Lucius, Interim City Clerk