

REGULAR MEETING MINUTES OF THE ELSMERE CITY COUNCIL

June 10, 2014

6:30 PM

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

CALL TO ORDER: Mayor Lenhof called the meeting to order at 6:33 p.m.

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

ROLL CALL: The following members were present:

Mayor Marty Lenhof
Councilwoman Joanne Barnett-Smith
Councilman Billy Bradford
Councilman Tim Greene
Councilwoman Gloria Grubbs
Councilwoman Mary Lou Neal

Councilwoman Nancy Bowman was absent.

APPROVAL OF MINUTES:

Councilman Greene made a motion to approve the minutes of the May 13, 2014 Council Meeting. Councilwoman Grubbs seconded the motion. All members present voted aye. **Motion carried and so ordered.**

GENERAL ITEMS:

Elsmere Community Scholarship Winners

Mayor Lenhof presented the Elsmere Community Scholarship awards to Heather Handrich and Sarah Duncan. Heather Handrich graduated from Dixie Heights High School and Sarah Duncan graduated from St. Henry High School. Both individuals, along with family members, were in attendance to accept the scholarship.

Executive Order 6-2014 – Appointment of Matthew Morrison to Sergeant

Mayor Lenhof summarized the Executive Order appointing Matthew Morrison to the position of Sergeant in the Elsmere Police Department. Chief Thames presented Sergeant Morrison with his new Sergeant badge.

Introduction of Officer Zachary Ritchie

Chief Thames introduced Zachary Ritchie, who was recently hired by the City of Elsmere as a Police Officer. Mr. Ritchie was present for the introduction and will report to the Kentucky Police Academy on June 15.

SHORT BREAK

Councilwoman Barnett-Smith made a motion for Council to enter into a short break. Councilman Greene seconded the motion. All members present voted aye. Council entered into a short break at 6:45 p.m.

Councilwoman Grubbs made a motion to exit the short break and reconvene regular session. Councilwoman Barnett-Smith seconded the motion. All members present voted aye. Council exited the short break at 7:03 p.m.

AUDIENCE REMARKS:

Serena Owen – 1086 Henry Street – Ms. Owen announced she is opening up nominations for her family's community hero award for individuals in the city or who give back to the city. Ms. Owen also reported her mother and Deborah Sapp have been working to help restore TANK bus route to Garvey Ave. and recently completed door-to-door surveys. Ms. Owen also followed up on her previous two requests: creating a city committee for TANK issues and ordering sign to be placed in front of the city building advertising council meetings. Mayor Lenhof discussed with Ms. Owen the risk of a quorum in attendance at the TANK board meetings and the issues with creation of committees and that Councilwoman Barnett-Smith has volunteered to serve as a transportation

liaison to report back to Council. Mr. Mattingly reported that a sign is in the works and the City wants to ensure it is durable and cost effective.

ADMINISTRATIVE REPORTS:

Building Inspector Bill Stith reported for the month of May there were fifteen building and zoning permits issued with \$80,025.00 in total construction costs, \$825.00 in building fees, and \$400.00 in zoning fees. Mr. Stith also reported there were three HVAC units installed, four fences, a demolition of a restaurant building, a remodel project on Spring Street, a cell tower, a sign face change on Dixie Highway and two porches.

City Engineer Ray Erpenbeck reported Park Avenue is proceeding well with storm sewers and started tearing out pavement today and the first part of concrete should be poured at the end of the week. Mr. Erpenbeck also reported bids were opened on June 9 for the Maple Avenue reconstruction project and the bids came in under budget. Mr. Erpenbeck also reported the Dixie Highway curb repair will go to bid later this month and the Dixie Highway beautification at Cross Street and Garvey Avenue in front of St. Henry will be going to bid in early July. Mr. Erpenbeck also submitted a written report to Council.

City Clerk Jessica Chaney reported she has updated and mailed out renewal liquor license applications which are due by June 16. Ms. Chaney also reported she has been coordinating health insurance renewals and orienting new police department hires to benefits.

Code Enf. Officer & Zoning Administrator Rich Aliff was not present but submitted a written report to Council. Mr. Mattingly reported there has been a significant increase in the amount of citations this month due to high grass. Mr. Mattingly also reported on the process that the Code Enforcement Officer must follow to issue citations.

Parks and Recreation Director Denise Donahue reported on the upcoming June events for the Summer Parks Program. Ms. Donahue also reported she met with Mary Lou and Joanne to discuss ordering the new equipment to replace the removed climbing dome at Covered Bridge Park and ordered the picnic tables for the shelter at Rosella Porterfield Park. Ms. Donahue also reported several test mats have been ordered for the swing sets. Ms. Donahue also reported an event in July will be held where individuals in the community can meet personnel of the Fire Department, Police Department and Public Works Department.

City Attorney Tom Miller was absent.

Police Chief Thames reported he plans to introduce the prospective third police officer candidate at the July Council Meeting. Chief Thames also reported that officers were able to apprehend a violent offender after a massive man hunt which started on Garvey Avenue and ended on New Buffington and commended the good police work of Sergeant Cummins and Detective McCarthy. Chief Thames also reported on a letter of gratitude received from a resident for Officer Robinson's work in a difficult situation. Chief Thames also submitted a written report to Council.

Public Works Director Chris Zerhusen reported they are entering into the busy time of year with grass cutting and landscaping. Mr. Zerhusen also reported work has been started on the projects they had hope to have completed last winter. Mr. Zerhusen also reported the shelter at Rosella Porterfield is on schedule for the middle of July and hopes to have it completed sometime in August. Mr. Zerhusen also submitted a written report to Council.

Finance Officer/Treasurer Jessica Lucius reported if Council has any questions concerning the budget amendment or the budget to let her know.

Councilwoman Neal 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 during the work session there were discussions in looking at possible policy changes pertaining to overtime. Councilwoman Grubbs also reported she has given a project to the City Administrator to create a document that displays the comprehensive package of benefits offered to the employee other than salary. This document would be provided to each individual Elsmere employee.

Adopt-A-Troop Liaison Joanne Barnett-Smith reported the troops are still at home.

Economic Development Liaison Billy Bradford reported he hopes the new business on Cross Street is doing well.

Code Enforcement Liaison Mary Lou Neal reported several people are ignoring the letters in regards to high grass and questioned if the fine can be increased for repeat offenders since it is not fair for the property owners who take care of their properties. Councilwoman Neal reported she would like to see the fine increased for those who receive three to four citations since the city does have several repeat offenders. Mr. Mattingly reported in most cases the bank has taken over the property and property owners vacate the property, but that the City does have some options to force compliance. Mr. Mattingly reported it is a national problem and the City is developing a policy that addresses repeat offenders.

Parks and Recreation Liaison Mary Lou Neal reported you are able to tell that school is out and wanted to report Dorothy Howell will be having something each week for children. Councilwoman Neal also reported there are several events in the parks as well. Councilwoman Neal also thanked Rich and the City employees for the work they do for the City.

Streets Liaison Tim Greene reported Park Avenue is coming along and looks like they are ready to pour concrete near Terrill Park and it looks like the storm sewers will take care of a lot of the water problems. Councilman Greene also reported the City Engineers report covered the information well and thanked Ray Erpenbeck for his report. Councilman Greene also reported the street group meets quarterly and the next meeting will be in July.

City Administrator T. Alex Mattingly reminded Council of the June 24 public hearing which is required by state statute to allow citizens to comment on the use of Municipal Aid Funds. Mr. Mattingly also reported Public Works have installed the new Welcome to Elsmere signs and the City stayed consistent with the royal blue signage with the City seal. Mr. Mattingly also reminded residents to like the City of Elsmere's Facebook page.

Mayor Marty Lenhof reported blue signs with the City Seal will be ordered in the future for the three ball fields that are named.

GENERAL ITEMS CONT.:

Executive Order 5-2014 – Appointment of Alexis Day as Police Officer

Mayor Lenhof summarized the Executive Order appointing Alexis Day as a Police Officer.

Order/Resolution 8-2014 – Supporting Senate Bill 5

City Clerk Jessica Chaney read by title the Order/Resolution.

Councilwoman Neal made a motion to accept Order/Resolution 8-2014 as read. Councilwoman Barnett-Smith seconded the motion. All members present voted aye. **Vote: 5-0. Motion carried and so ordered.**

Ordinance 1677-2014 – Amending Liquor License – Election Day

City Administrator Alex Mattingly performed a summary reading for the First Reading of Ordinance 1677-2014.

**AN ORDINANCE AMENDING §§ 111.22, 111.40 and 111.62 OF THE CITY OF
ELSMERE, KENTUCKY CODE OF ORDINANCES AS IT RELATES TO THE
LICENSING, SALE, ADMINISTRATION AND ENFORCEMENT OF**

ALCOHOLIC BEVERAGES.

Ordinance 1678-2014 – Budget Amendment Fiscal Year 2013-2014

City Administrator Alex Mattingly performed a reading in its entirety for the First Reading of Ordinance 1678-2014.

**AN ORDINANCE AMENDING THE CITY OF ELSMERE, KENTUCKY
BUDGET ORDINANCE NUMBER 1668-2013 FOR THE FISCAL YEAR
JULY 1, 2013 THROUGH JUNE 30, 2014**

Ordinance 1679-2014 – Budget Fiscal Year 2014-2015

City Administrator Alex Mattingly performed a reading in its entirety for the First Reading of Ordinance 1679-2014.

**A BUDGET ORDINANCE FOR THE CITY OF ELSMERE, KENTUCKY
PURSUANT TO KRS 91A.030 (10) FOR THE FISCAL YEAR JULY 1, 2014
THROUGH JUNE 30, 2015, 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 1680-2014 – Adopting 2014-2015 Salary Scale

City Administrator Alex Mattingly performed a summary reading for the First Reading of Ordinance 1680-2014.

**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 Gloria Grubbs reported a few days ago police officers were shot in another state and that anytime officers are responding to calls and are on the streets they are targets of violence. Councilwoman Grubbs reported everyone wearing uniforms are recognized and appreciated for their service.

Councilwoman Mary Lou Neal reported she is unable to get SD1 to remove the plywood that has been near her chain-link fence for almost a year and now neighborhood children are playing on it. Councilwoman Neal also reported a trench was left near the manhole on Jasper's property.

Councilwoman Joanne Barnett-Smith reported since the start of construction on Park Avenue a white car has been speeding down Eastern Avenue in the afternoon. Councilwoman Barnett-Smith also thanked the Police Department for taking care of the issue of the four wheelers driving through the backyards of her and other properties. Councilwoman Barnett-Smith also requested the City to bring back Mr. Softie.

Councilman Bradford complemented Alex on the Elsmere sign on I-71/I-75 and pursuing other avenues for other signs for the City.

Councilman Greene had no report.

Councilwoman Bowman was absent.

ADJOURNMENT

Councilwoman Barnett-Smith made a motion to adjourn. Councilwoman Grubbs seconded the motion. All members present voted aye. **Motion carried and so ordered.** Meeting adjourned at 8:06 p.m.

Mayor Marty Lenhof

Attest:

Jessica Chaney, City Clerk