

REGULAR MEETING MINUTES OF THE ELSMERE CITY COUNCIL

July 9, 2013

6:30PM

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

CALL TO ORDER: Mayor Lenhof called the meeting to order at 6:34 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
Councilwoman Gloria Grubbs
Councilwoman Mary Lou Neal

Councilwoman Bowman and Councilman Greene were absent.

APPROVAL OF MINUTES:

Councilwoman Neal made a motion to approve the minutes of the June 11, 2013 Council Meeting. Councilwoman Grubbs seconded the motion. All members present voted aye. **Motion carried and so ordered.**

Councilman Bradford made motion to approve the minutes of the June 18, 2013 Council Meeting. Councilwoman Joanne Barnett-Smith seconded the motion. All members presented voted aye. **Motion carried and so ordered.**

GENERAL ITEMS:

Proclamation Honoring Randall McComas, Ralph Fulton VFW Post 6423

Mayor Lenhof read the proclamation honoring Mr. McComas and gave him a key to the city.

AUDIENCE REMARKS:

Linda Gossett, 627 Bedinger St. – Ms. Gossett questioned how the city will enforce the animal control ordinance for cats. Neighbors and other cats have been coming on her newly replaced roof. She has been experiencing people trespassing on her property to feed stray cats each day. Mr. Mattingly recommended Ms. Gossett contact animal control regarding the stray cats and that individuals trespassing on her property is a police issue. He also discussed with Ms. Gossett that the city is in discussion with animal control regarding enforcement of the recently enacted animal control ordinance. Acting City attorney Jeff Otis added Ms. Gossett needs to contact Kenton County Animal Control in advance if it's a reoccurring scenario where individuals are feeding the cats to allow animal control enough time to respond. Mr. Mattingly informed Ms. Gossett he will follow-up with her later in the week.

Betty Roszmann, 1215 Central Row – Ms. Roszmann asked what the city is doing with the \$85 fee residents paid for the 9-1-1 dispatch arrangement since the City of Elsmere is staying with the City of Erlanger for dispatch services. Mr. Mattingly stated it's the city's understanding that the \$85 911 parcel fee residents paid covers the Elsmere's dispatch costs for the 2013 calendar year. Also, Ms. Roszmann stated she would like to see information on the city's website regarding daily events and changes that the city is making. Mr. Mattingly stated that the city would look into areas of improvement in website communication.

Ryan Coots, thanked everyone involved in awarding him the 2013 Elsmere Community Scholarship.

ADMINISTRATIVE REPORTS:

Building Inspector Bill Stith reported for the month of June there were 16 zoning and building permits with \$43164.00 in total construction costs, \$3701.40 in building fees, and \$550.00 in zoning fees. 609 Main St. was demolished and working on others was happy with the work that was completed. Stith discussed Mazak's retaining wall and interior of the building designed by Mazak's engineers.

City Engineer Ray Erpenbeck submitted a written report to council. There were no questions regarding the submitted report.

Finance Officer/Treasurer Jessica Lucius submitted a written quarterly finance report for the 4th quarter. She reported actual to date expenses and year end projections. Based on the accrual method the projections for the 2012-2013 fiscal year, the City's revenue will likely exceed expenses. Projections are based on incomes and expenses city staff knows will come in and out in July 2013.

City Clerk Jessica Chaney reported she is learning front counter customer service and other aspects of her job. Most calls the city is receiving is in regards to the changes in waste collection. Mrs. Chaney reported the city is working on sending out a newsletter to help assist in understanding these changes, and wanted to remind residents about getting their dogs licensed through Kenton County and the city. Also, she reminded residents to get their yard sale permits.

Code & Zoning Administrator Rich Aliff was not present but submitted a written report to council. Mr. Mattingly reported that Mr. Aliff has been working on high grass and weeds issues throughout June and July; encouraged residents to continue to call in with complaints of high grass. Councilwoman Neal added the 700 block of Fox and Garvey needs its grass cut. Councilwoman Barnett-Smith added cars have been parking blocking sidewalks throughout the city. City staff noted residents are not able to block sidewalks with vehicles since it is public right of way.

Parks and Recreation Director Denise Donahue reported movie night on June 21, 2013 had 50 people in attendance, and the following upcoming events: Thursday, July 11, 2013 a juggling act with flames will be at Rosella Porterfield Park. Mrs. Donahue reminded residents of the July 19 movie night of Madagascar 3; August 9 movie night showing Brave at Woodside Park; August 22 will be an evening of magic with Magician Victor Phillips at Terrell Park.

City Attorney Tom Miller was absent. Acting City Attorney Jeff Otis was present and encouraged residents to call him if they have any questions.

Police Chief Thames submitted a written report. He also reported police officer recruit Margaret Rau has completed her ninth week of training. Recruits Rau and Metzger were able to work at the police department during the week of July 4th which will shorten the field training process for both officers. Sgt. Cummins attended an FBI refresher course. Officer Panko completed the Kentucky State Police sniper school. Also, stated its best for residents to call dispatch versus the police department for emergencies since there could be communications delays if they call the police department. When residents call dispatch they get a trained professional that provides the responding officer updates while he or she is responding.

Public Works Director Chris Zerhusen submitted a written report. Also, reported Public Works completed the parking lot concrete next to the city building.

Councilwoman Grubbs made a motioned to approve the Administrative Reports. Councilwoman Neal 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.

Streets Liaison Tim Greene was absent.

Economic Development Liaison Billy Bradford had no report.

Adopt-A-Troop Liaison Joanne Barnett-Smith reported there are no changes until October when a new group comes home.

Parks and Recreation Liaison Mary Lou Neal reported parks are doing well and they are nicely trimmed. Also, states she is impressed with the work that the Public Work Department is doing with the lawn at the city building.

Code Enforcement Liaison Neal reported many lawns within the city need to be mowed. Also, questioned if the citations could be increased for properties with multiple citations/violations.

City Administrator T. Alex Mattingly explained as a follow-up to the financial officer/treasurer's report that the city used accrual method at the request of the auditor. He reported that council members each had newsletter at their desk and highlighted key points and information in the newsletter. Mr. Mattingly reported Rumpke's first mailer regarding trash and recycling collection changes had an error, which was caught by the City and reported to Rumpke for appropriate action. Residents will receive a second mailer from Rumpke with corrected information that recycling occurs weekly in Elsmere on Wednesdays.

Mayor Marty Lenhof reported on recycling changes, which transitions to weekly pickup, effective July 10th.

GENERAL ITEMS CONT.:

Executive Order 13-2013 – Appointment of Temporary Clerk

Alex Mattingly summarized this Executive Order.

Order/Resolution 16-2013 – SD1 Easement Related to Swan Circle Road

City Clerk Jessica Chaney read this order/resolution by title.

Councilman Bradford made a motion to accept Order/Resolution 16-2013 as read. Councilwoman Barnett-Smith seconded the motion. Roll Call – Councilman Bradford – aye, Councilwoman Grubbs – aye, Councilwoman Neal – aye, Councilwoman Barnett-Smith – aye. **Vote of 4-0. Motion carried and so ordered.**

First Reading of Ordinance 1663-2013 – False Alarm Ordinance

City Attorney Jeff Otis performed a summary reading for the First Reading of Ordinance 1663-2013.

AN ORDINANCE CREATING § 130.06, “ERRONEOUS ACTIVATION OF SECURITY ALARMS/FALSE ALARMS,” AND RELATED PENALTIES.

REPORTS FROM COUNCIL

Councilwoman Barnett-Smith had no report.

Councilwoman Bowman was absent.

Councilman Bradford had no report.

Councilman Greene was absent.

Councilwoman Grubbs commended Mr. McComas for his service with VFW Post 6423 that the proclamation and key to the city is not enough for his service. Ms. Grubbs stated that she would like to remember and thank all military for their service.

Councilwoman Neal had no report.

ADJOURNMENT

July 9, 2013 Meeting Minutes

Councilwoman Joanne 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 7:35 pm.

Mayor Marty Lenhof

Attest:

Jessica Chaney, City Clerk