

**REGULAR MEETING MINUTES OF THE ELSMERE CITY COUNCIL**

**August 12, 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 6:35 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**  
**Councilwoman Nancy Bowman**  
**Councilman Billy Bradford**  
**Councilman Tim Greene**  
**Councilwoman Gloria Grubbs**

**Councilwoman Mary Lou Neal was absent.**

**APPROVAL OF MINUTES:**

Councilman Bradford made a motion to approve the minutes of the July 8, 2014 Council Meeting. Councilwoman Grubbs seconded the motion. All members present voted aye. **Motion carried and so ordered.**

**GENERAL ITEMS:**

**Order/Resolution 12-2014 – Approving Time Warner to Comcast Transfer**

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

Councilwoman Bowman made a motion to accept Order/Resolution 12-2014 as read. Councilman Greene seconded the motion. All members present voted aye. **Vote: 5-0. Motion carried and so ordered.**

**Order/Resolution 13-2014 – Authorizing Interlocal Agreement with PDS for Code Enforcement Services**

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

Councilwoman Grubbs made a motion to accept Order/Resolution 13-2014 as read. Councilwoman Barnett-Smith seconded the motion. All members present voted aye. **Vote: 5-0. Motion carried and so ordered.**

**AUDIENCE REMARKS:**

Serena Owen – 1086 Henry Street – Ms. Owen reported on the last TANK meeting, the support for Mary Smith Cemetery and invited Council and residents to the Erlanger-Elsmere community reunion at Rosella Porterfield Park. Ms. Owen also requested Council to purchase a booth and make a donation for food and drinks.

Mamie Grayson – 3661 Pondsides Court – Ms. Grayson questioned about the status of the property on Capital that is placing a fence near the Mary Smith Cemetery and what the process is if the City was to close the paper street by the cemetery and the issue of the new curb in front of the First Baptist Church. Mayor Lenhof reported a stop work order was given to the property owners on Capital for the fence being placed on the City right of way. Mayor Lenhof also reported on the process of the possible closure of a paper street. Mayor Lenhof also reported the City is aware of the issue with the curb and that Councilman Bradford and City Administrator Alex Mattingly will look into it.

Martin Evans – Ripple Creek Subdivision – Mr. Evans reported on the drainage issues on his and his neighbor's property and questioned Council if there is something that prevents neighbors from draining water onto another person's property. Mr. Mattingly reported he will have the code enforcement officer look into the area he is discussing.

**ADMINISTRATIVE REPORTS:**

**Building Inspector Bill Stith** reported on month of July's building and zoning permits. Mr. Stith also reported he has condemned two properties one on Henry Street and one on Shaw, reporting the new owners of the house on Shaw plan to tear down the house and rebuild. Mr. Stith also reported the Lynne Penny property on Buckner is being cleaned up well.

**City Engineer Ray Erpenbeck** reported on the progress of Park Avenue and the start date of the Maple Avenue project. Discussion occurred on the professionalism of the workers on Park Avenue. Mr. Erpenbeck also submitted a written report to Council.

**City Clerk Jessica Chaney** reported letters were mailed to residents reminding them to renew their dog and cat tags, she also reminded residents of the licensing period and cost of reach license. Ms. Chaney also reported on her training at the Clerks Institute and that the registration fee was covered by a scholarship.

**Code Enf. Officer & Zoning Administrator Rich Aliff** was not present but submitted a written report to Council.

**Parks and Recreation Director Denise Donahue** was absent. Councilwoman Barnett-Smith read Ms. Donahue's report covering the upcoming park events for August and September. Councilwoman Barnett-Smith reported movie night on August 1 at Woodside had 65 people in attendance.

**City Attorney Tom Miller** reported he has been continuing efforts on code enforcement and various foreclosures that was discussed last meeting. Mr. Miller also reported on the process if they City was to close the paper street right of way near the Mary Smith Cemetery.

**Police Chief Thames** reported on the status of the two police recruits, the success of the July 10 community event and commended officers for their work in an active investigation. Chief Thames also reminded residents to be safe since school is starting and also reminded residents to contact dispatch for police service. Chief Thames also submitted a written report to Council.

**Public Works Director Chris Zerhusen** reported they are almost complete with the work on the shelter at Rosella Porterfield and will return to roadwork once completed. Mr. Zerhusen also submitted a written report to Council.

Councilman Greene made a motion to approve the Administrative Reports. Councilwoman Barnett-Smith seconded the motion. All members present voted aye. **Motion carried and so ordered.**

**COUNCIL LIAISON REPORTS:**

**Administrative Liaisons Gloria Grubbs and Nancy Bowman** reported on the mandatory employee benefits meeting.

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

**Economic Development Liaison Billy Bradford** had no report.

**Code Enforcement Liaison Mary Lou Neal** was absent.

**Parks and Recreation Liaison Mary Lou Neal** was absent.

**Streets Liaison Tim Greene** reported on the progress of Park Avenue and he recently walked in the area where the paper street exists near Mary Smith Cemetery. Councilman Greene reported on the issues of closing the right of way on the paper street.

**Transportation Liaison Joanne Barnett-Smith** reported on the recent TANK meeting, the cost of funding the pilot program and the possible effects of the issues with the Garvey Avenue Bridge.

**City Administrator T. Alex Mattingly** reported he has been busy with several projects that include the closing of the right of way, the transition to P.D.S. for additional code enforcement services, and has been working with City Engineer Ray Erpenbeck related to roadwork issues.

**Mayor Marty Lenhof** reported on the success of the community night on July 10, the July 17 quarterly dispatch meeting and the July 30 monthly TANK board meeting which has come down to who is funding the pilot program. Mayor Lenhof also reported he is impressed with the work the Public Works crew has done on the new Rosella Porterfield shelter.

**GENERAL ITEMS CONT.:**

**Executive Order 8-2014 – July Temporary Employee**

Mayor Lenhof summarized the Executive Order appointing Karen Linn as a temporary employee to cover a week in the month of July.

**Order/Resolution 11-2014 – Declaring Surplus Property**

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

Councilman Greene made a motion to accept Order/Resolution 11-2014 as read. Councilwoman Barnett-Smith seconded the motion. All members present voted aye. **Vote: 5-0. Motion carried and so ordered.**

**Order/Resolution 14-2014 – Accepting Bid for Asphalt Resurfacing Program**

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

Councilwoman Bowman made a motion to accept Order/Resolution 14-2014 as read. Councilwoman Grubbs seconded the motion. All members present voted aye. **Vote: 5-0. Motion carried and so ordered.**

**Order/Resolution 15-2014 – Accepting Bid for Dixie Highway Curb and Sidewalk Repair Project**

City Clerk Jessica Chaney read by title the Order/Resolution 15-2014 as read.

Councilwoman Grubbs made a motion to accept Order/Resolution 15-2014 as read. Councilwoman Barnett-Smith seconded the motion. All members present voted aye. **Vote: 5-0. Motion carried and so ordered.**

**Order/Resolution 16-2014 – Accepting Bid for Dixie Highway Beautification Project**

City Clerk Jessica Chaney read by title the Order/Resolution 16-2014 as read.

Councilman Bradford made a motion to accept Order/Resolution 16-2014 as read. Councilwoman Bowman seconded the motion. All members present voted aye. **Vote: 5-0. Motion carried and so ordered.**

**Ordinance 1682-2014 – Amending Personnel Policy – Overtime**

City Attorney Tom Miller performed a summary reading for the First Reading of Ordinance 1682-2014.

**AN ORDINANCE AMENDING CHAPTER 3 OF THE CITY OF  
ELSMERE PERSONNEL POLICIES RELATED TO OVERTIME.**

**REPORTS FROM COUNCIL:**

**Councilman Greene** had no report.

**Councilman Bradford** had no report.

**Councilwoman Joanne Barnett-Smith** had no report.

**Councilwoman Mary Lou Neal** was absent.

**Councilwoman Gloria Grubbs** had no report.

**Councilwoman Bowman** had no report.

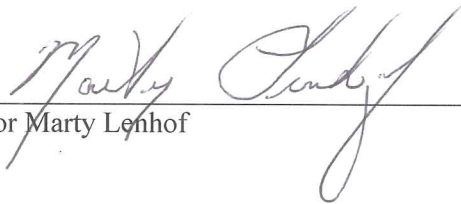
**EXECUTIVE/CLOSED SESSION**

Councilwoman Grubbs made a motion to enter executive/closed session under KRS 61.810(1)(b) – Deliberations on the future acquisition or sale of real property by a public agency, but only when publicity would be likely to affect the value of a specific piece of property to be acquired for public use or sold by a public agency. Councilman Greene seconded the motion. All members present voted aye. Council entered executive/closed session at 7:47 p.m.

Councilwoman Grubbs made a motion to exit executive/closed session and reconvene regular session. Councilwoman Barnett-Smith seconded the motion. All members present voted aye. Council exited executive/closed session at 8:08 p.m. No action taken.

**ADJOURNMENT**

Councilwoman Grubbs made a motion to adjourn. Councilwoman Barnett-Smith seconded the motion. All members present voted aye. **Motion carried and so ordered.** Meeting adjourned at 8:10 p.m.

  
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Mayor Marty Lenhof

Attest:  
  
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Jessica Chaney, City Clerk