

MEETING MINUTES OF THE ELSMERE CITY COUNCIL
September 8, 2015
6:31 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, and Councilwoman Alexis Tanner

The following member was absent: Councilwoman Mary Lou Neal.

APPROVAL OF MINUTES:

Councilwoman Tanner made a motion to approve the minutes of the August 11, 2015 Regular Council Meeting. Councilwoman Grubbs seconded the motion. All members present voted aye. **Motion carried and so ordered.**

Councilman Bowman made a motion to approve the minutes of the September 1, 2015 Caucus Meeting. Councilwoman Barnett-Smith seconded the motion. All members present voted aye. **Motion carried and so ordered.**

GENERAL ITEMS:

Fire Chief Paul LaFontaine – Reporting Ad Valorem Tax Rate for the Fire District

Chief LaFontaine presented to Council the proposed real property, personal property and motor vehicle and watercraft property tax rates for the Elsmere Fire District for 2015-2016

ADMINISTRATIVE REPORTS:

Building Inspector Bill Stith reported there were four single family permits issued during the month. He had mobile home inspections throughout the month.

City Engineer Ray Erpenbeck provided a written report. Mr. Erpenbeck stated the Merravay Drive project last pour is scheduled for September 9th and the project should be completed by the end of next week. In conjunction with the Merravay Drive the city will be adding a change-order to complete Berkley Drive. The Berkely Drive project should be completed prior to the end of the year.

City Clerk Misty Ezell reported that she is currently working on the property tax bills and hopes to have them to the residents by the middle of October.

Code Enf. 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 last event for the summer will be held on Thursday September 10th. Mr. Cowpie will be here, he will have musical number and a petting zoo. The fall and winter schedule has been completed and will be distributed.

City Attorney Tom Miller did not have a report.

Police Chief Tim Thames summarized the items in his written report to Council. Chief Thames reported Officer John Overbey is in his nineteenth week of training at the Kentucky Police Academy. His scheduled date for graduation is October 9th. Officer David Byrd has resigned to accept a Special Agent position with the Bureau of Alcohol, Tobacco, Firearms, and Explosives. His last day of with the department is September 18th. The interview process for two open police officer positions has commenced. Chief Thames hopes to identify viable candidates

by the October council meeting. Officer Tony Embry was selected for the detective assignment within the department, replacing current Detective Dennis McCarthy who will be retiring at the end of December. Chief Thames thanked Officers Steve Panko, Margaret Ernst, and Mike Metzger for applying to the position as well. And, during the first week of August, each officer completed 7 hours of active shooter training.

Public Works Director Chris Zerhusen summarized items in his written report to Council. Mr. Zerhusen reported that grass is continuing to be cut on a weekly basis. Street Sweeping took place for five days, and concrete and asphalt repairs were completed on Cross Street. The Plateau Street repair project is about 80% completed.

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

City Administrator's Report T. Alex Mattingly reported that City Attorney Tom Miller and he had researched the change order for Berkley Drive, and that adding this street to the Merravay Dr. project would provide the City with substantial savings and is permissible under the language of the bid specifications. There will be a special meeting on September 15th at 5:00. Mr. Mattingly stated that during the caucus meeting on October 6th, a representative from KLC will be in attendance to talk about the strategic plan. The council will receive a survey related to the City's strategic plan process prior to the meeting.

Mayor's Report Mayor Marty Lenhof reported that on August 14th he attended the Block Party at Tichenor Middle School. The city had a booth and gave out information. On August 15th the City of Elsmere hosted the Kenton County Mayors Group meeting at the Elsmere Senior Center. Mayor Lenhof received many positive comments about the senior center facility. He thanked City Administrator Alex Mattingly for his hard work getting the meeting organized. And, Mayor Lenhof reported that, on September 20th, the city will be participating in the Heritage Day Celebration at Erlanger's Depot Park. This is the 2nd year that Elsmere has actively participated. And, he and Alex Mattingly met with Bobbie Bryant and Tad Long of the Kentucky League of Cities concerning the Strategic Planning sessions.

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 the city had received a question concerning a proposed zone change to allow a house of worship to locate at property at 3915 Dixie Highway. Councilwoman Tanner stated that the Economic Development liaisons recommend not allowing the zone change. But, she noted that the City is willing to work with the church to find a place that is zoned for a house of worship. Councilman Bill Bradford concurred with Councilwoman Tanner's comment.

Code Enforcement Liaison Mary Lou Neal had no report.

Parks and Recreation Liaisons Mary Lou Neal and Joanne Barnett-Smith – had no report.

Streets Liaisons Alexis Tanner and Gloria Grubbs – Council Member Tanner stated that she will meet with Public Works Director Chris Zerhusen on September 9th to discuss updating the parking schedule ordinance.

GENERAL ITEMS CONT.:

Executive Order 18-2015 – Expanding the City's dental and vision insurance program to include Elsmere elected official at their option.

Mayor Lenhof summarized Executive Order 18-2015 expanding the dental and vision insurance program.

Order/Resolution 31-2015 – Re-Appointing Alanna Gillen and Sue Dressman to the Elsmere Code Enforcement Board.

City Clerk Misty Ezell read by title the Order/Resolution. Councilwoman Grubbs made a motion to accept Order/Resolution 31-2015 as read. Councilwoman Tanner seconded the motion. All members present voted aye. Vote: 5-0. Motion carried and so ordered.

Order/Resolution 32-2015 – Declaring a Bullet Proof Vest as Surplus Property and Authorizing Transfer of the Property to the City of Dayton, Kentucky, Pursuant to KRS 82.083.

City Clerk Misty Ezell read by title the Order/Resolution. Councilwoman Tanner made a motion to accept Order/Resolution 32-2015 as read. Councilwoman Barnett-Smith seconded the motion. All members present voted aye. Vote: 5-0. Motion carried and so ordered.

Order/Resolution 33-2015 – Approving an Interlocal Agreement Creating the Florence, Erlanger, Independence, and Elsmere, Kentucky, Unified Police Protection System (FEEUPPS) and Authorizing the Mayor to Sign All Relevant Documents.

City Clerk Misty Ezell read by title the Order/Resolution. Councilwoman Bowman made a motion to accept Order/Resolution 33-2015 as read. Councilman Bradford seconded the motion. Four members present voted aye, and one member voted no. Vote: 4-1. Motion carried and so ordered.

Order/Resolution 34-2015 – Approving a Change Order for the Merravay Drive Reconstruction Project to Include Reconstruction Project to Include Reconstruction of Berkley Drive and Authorizing the Execution of Related Agreements and Documents.

City Clerk Misty Ezell read by title the Order/Resolution. Councilwoman Grubbs made a motion to accept Order/Resolution 34-2015 as read. Councilwoman Bowman seconded the motion. All members present voted aye. Vote: 5-0. Motion carried and so ordered.

Order/Resolution 35-2015 – Authorizing the Mayor to Execute a Master Interlocal Cooperation Agreement for Infrastructure Projects, Programs or Policies with Sanitation District No. 1 of Northern Kentucky (“SD1”) To Provide a Mechanism for Elsmere and SD1 to Work in Cooperation with Each Other Concerning Sanitary and Storm Sewer Infrastructure Projects.

City Clerk Misty Ezell read by title the Order/Resolution. Councilwoman Tanner made a motion to accept Order/Resolution 35-2015 as read. Councilwoman Barnett-Smith seconded the motion. All members present voted aye. Vote: 5-0. Motion carried and so ordered.

Ordinance 1705-2015 Fiscal Year 2015-2016 Tax Rate

City Attorney Tom Miller performed a reading in its entirety for the First Reading of Ordinance 1705-2015.

AN ORDINANCE OF THE CITY OF ELSMERE IN KENTON COUNTY, KENTUCKY, PROVIDING FOR ASSESSMENT OF ALL REAL ESTATE AND PERSONAL PROPERTY WITHIN THE CORPORATE LIMITS OF THE CITY OF ELSMERE THAT IS SUBJECT TO TAXATION FOR CITY PURPOSES BY THE USE OF THE ANNUAL COUNTY ASSESSMENT THEREOF BY THE PROPERTY VALUATION ADMINISTRATOR OF KENTON COUNTY; AND, LEVYING AN AD VALOREM TAX THEREON FOR THE CITY’S PURPOSES DURING THE FISCAL YEAR WHICH BEGINS JULY 1, 2015 AT THE RATE OF \$.223 DOLLARS FOR EACH ONE HUNDRED SO ASSESSED OF REAL PROPERTY AND AT THE RATE OF \$.193 DOLLARS FOR EACH ONE HUNDRED SO ASSESSED OF PERSONAL PROPERTY; AND PROVIDING FOR PAYMENT AND COLLECTION OF SUCH TAXES AND PENALTIES AND INTEREST THEREON; AND DESCRIBING THE PURPOSES FOR WHICH SUCH TAXES SO COLLECTED SHALL BE APPROPRIATED AND USED.

Ordinance 1706-2015 Amending the 2015-2016 Budget

City Attorney Tom Miller performed a reading in its entirety for the First Reading of Ordinance 1706-2015.

**AN ORDINANCE AMENDING THE CITY OF ELSMERE, KENTUCKY BUDGET
ORDINANCE NUMBER 1702-2015 FOR THE FISCAL YEAR JULY 1, 2015
THROUGHOUT JUNE 30, 2016.**

REPORTS FROM COUNCIL:

Councilwoman Grubbs had no report.

Councilwoman Neal was not in attendance

Councilwoman Barnett-Smith had no report

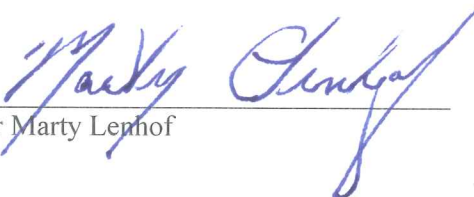
Councilwoman Bowman had no report.

Councilwoman Tanner had no report.

Councilman Bradford had no report.

ADJOURNMENT

Councilwoman Tanner made a motion to adjourn. Councilwoman Grubbs seconded the motion. All members present voted aye. **Motion carried and so ordered.** Meeting adjourned at 7:19 p.m.



Mayor Marty Lenhof

Attest:



Misty Ezell, City Clerk