

**REGULAR MEETING MINUTES OF THE ELSMERE CITY COUNCIL**  
**September 25, 2012**  
**7:30PM**

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

**CALL TO ORDER:** Mayor Lenhof called the meeting to order at 7:31 PM.

**INVOCATION AND PLEDGE:** The invocation was given by Councilman 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 Kama Greene**  
**Councilwoman Gloria Grubbs**  
**Councilwoman Mary Lou Neal**

**Councilwoman Alexis Tanner was not present.**

**APPROVAL OF MINUTES:**

Councilwoman Grubbs made a motion to approve the minutes of the September 11, 2012 Council Meeting. Councilwoman Neal seconded the motion. All members present voted aye. **Motion carried and so ordered.**

**AUDIENCE REMARKS:**

There were no audience remarks.

**OVERSIGHT GROUPS REPORTS:**

**Administrative Oversight** – Councilwoman Grubbs reported attending the Mayors Group Breakfast where the major topic of conversation was the proposed dispatch changes.

**Streets**- Councilwoman Tanner was not present to provide a report.

**Economic Development** – Councilwoman Tanner was not present to provide a report

**Adopt-a-Troop** – Councilwoman Barnett-Smith reported that some of the troops would be home for Thanksgiving and then would be quickly deployed again.

**Parks and Recreation** – Councilwoman Neal reported that poison ivy is still growing at Rosella Porterfield Park.

Councilwoman Grubbs made a motion to set the 2012 Halloween Trick or Treat hours from 6pm-8pm on October 31. Councilwoman Greene seconded the motion. All members present voted aye. **Motion carried and so ordered.**

**Code Enforcement** – Councilwoman Neal reported the weeds have been growing due to the large amount of rain.

**Safety Oversight**- Councilwoman Tanner was not present to provide a report.

**Scholarship** – Councilwoman Greene reported that she would be making some changes to the scholarship application for 2013 and would be providing Council with the proposed changes in the next couple of weeks.

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

**Mayor Report** – Mayor Lenhof and Mr. Mattingly introduced to Council the Interlocal Agreement between the City and Sanitation District 1(SD1) for the Kenton/Orchard Street project.

Councilwoman Grubbs made a motion to authorize Mayor Lenhof to sign the Interlocal Agreement with SD1 for the Kenton/Orchard Street projects. Councilwoman Greene seconded the motion. All members present voted aye. **Motion carried and so ordered.**

**GENERAL ITEMS:**

**Executive Order 5 -2012 – Authorizing Sergeant Chad to be sent to the FBI National Academy.**  
Mr. Miller read the Executive Order.

**Second Reading of Ordinance – Adopting 2012 Tax Rate**  
Mr. Miller performed the second reading of Ordinance 1639-2012.

**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 PURPOSES DURING THE FISCAL YEAR WHICH BEGINS JULY 1, 2012 AT THE RATE OF \$.218 DOLLARS FOR EACH ONE HUNDRED SO ASSESSED OF REAL PROPERTY AND AT THE RATE OF \$.177 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.**

Councilwoman Grubbs made a motion to approve the Ordinance as read. Councilwoman Greene seconded the motion. Mayor Lenhof requested a roll call vote.

**Councilwoman Joanne Barnett-Smith - yes**  
**Councilman Billy Bradford - yes**  
**Councilwoman Kama Greene – yes**  
**Councilwoman Gloria Grubbs - yes**  
**Councilwoman Mary Lou Neal – yes**

**Motion passed with a vote of 5-0.**

**Second Reading of Ordinance – Adopting International Property Maintenance Code**

Mr. Miller performed the second reading of Ordinance 1640-2012.

**AN ORDINANCE ADOPTING THE INTERNATIONAL CODE COUNCIL, INC., INTERNATIONAL PROPERTY MAINTENANCE CODE, 2012 EDITION, AND SUBSEQUENT AMENDMENTS AND FUTURE EDITIONS THERETO, SUBJECT TO THE CHANGES, DELETIONS, AND AMENDMENTS CONTAINED HEREIN, TO BE CODIFIED AS CHAPTER 155 OF THE CITY OF ELSMERE CODE OF ORDINANCES.**

Councilwoman Barnett-Smith made a motion to approve the Ordinance as read. Councilwoman Neal seconded the motion. Mayor Lenhof requested a roll call vote.

**Councilwoman Joanne Barnett-Smith - yes  
Councilman Billy Bradford - yes  
Councilwoman Kama Greene – yes  
Councilwoman Gloria Grubbs - yes  
Councilwoman Mary Lou Neal – yes**

**Motion passed with a vote of 5-0.**

**Resolution 12-2012 – Economic Development**

Councilwoman Barnett-Smith made a motion to accept the Resolution. Councilwoman Grubbs seconded the motion. Mayor Lenhof requested a roll call vote.

**Councilwoman Joanne Barnett-Smith - yes  
Councilman Billy Bradford - yes  
Councilwoman Kama Greene – yes  
Councilwoman Gloria Grubbs - yes  
Councilwoman Mary Lou Neal – yes**

**Motion passed with a vote of 5-0.**

**First Reading of Ordinance 1641-2012 – Adopting Police Department Policy and Procedure Manual**

Mr. Miller performed the first reading of Ordinance 1641-2012.

**AN ORDINANCE ADOPTING THE CITY OF ELSMERE, KENTUCKY POLICE DEPARTMENT POLICY AND PROCEDURES MANUAL.**

**First Reading of Ordinance 1642-2012 – Amending Sec 35.01 – 35.07 to Update and/or Clarify Information Pertaining to the Police Department.**

Mr. Miller performed the first reading of Ordinance 1642-2012.

**AN ORDINANCE AMENDING §§ 35.01 THROUGH 35.07 OF THE CODE OF ORDINANCES TO UPDATE AND/OR CLARIFY THE HIRING PROCESS FOR POLICE EMPLOYEES AND OTHER INFORMATION PERTAINING TO THE POLICE DEPARTMENT.**

**First Reading of Ordinance 1643-2012 – Update Temporary City Leadership Succession Plan Pertaining to Emergency Situations**

Mr. Miller performed the first reading of Ordinance 1643-2012.

**AN ORDINANCE AMENDING § 31.21 OF THE CODE OF ORDINANCES TO UPDATE THE TEMPORARY CITY LEADERSHIP SUCCESSION PLAN APPLICABLE TO EMERGENCIES WHEN THE MAYOR IS ABSENT OR DISABLED TO INCLUDE THE CITY ADMINISTRATOR.**

**First Reading of Ordinance 1644-2012 – Adopting Personnel Policies**

Mr. Miller performed the first reading of Ordinance 1644-2012.

**AN ORDINANCE ADOPTING THE AMENDED CITY OF ELSMERE PERSONNEL POLICIES.**

**REPORTS FROM COUNCIL**

**Councilwoman Greene** had no report.

**Councilman Bradford** reported that he was glad the City was so well represented at that Salvation Army Golf Outing and that the City Administrator Alex Mattingly attended the 2030 meeting.

**Councilwoman Barnett-Smith** discussed installing a “Caution – Children at Play” sign on Eastern Avenue with Chief Thames.

**Councilwoman Mary Lou Neal** reported having spoken with Carol Cope at the Senior Center and she was very appreciative of Public Works and all the work they do.

**Councilwoman Gloria Grubbs** asked for agenda items for the October Caucus.

**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 8:33pm.

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Mayor Marty Lenhof

Attest:

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Holli N. Harrison, City Clerk-Treasurer