

MEETING MINUTES OF THE ELSMERE CITY COUNCIL
October 13, 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 6:35 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 Bowman made a motion to approve the minutes of the September 8, 2015, Regular Council Meeting. Councilwoman Tanner seconded the motion. All members present voted aye. **Motion carried and so ordered.**

Councilman Tanner made a motion to approve the minutes of the September 8, 2015 Public Hearing. Councilwoman Barnett-Smith seconded the motion. All members present voted aye. **Motion carried and so ordered.**

Councilman Tanner made a motion to approve the minutes of the September 15, 2015 Special Meeting. Councilman Bradford seconded the motion. All members present voted aye. **Motion carried and so ordered.**

Councilman Tanner made a motion to approve the minutes of the October 6, 2015 Caucus Meeting. Councilwoman Barnett-Smith seconded the motion. All members present voted aye. **Motion carried and so ordered.**

GENERAL ITEMS:

Order/Resolution 37-2015 – Approving the transfer of control of Time Warner Cable, Inc. and Insight Kentucky Partners II, LP to Charter Communications.

Tim Broering, Executive Director of the Telecommunications Board of NKY briefly explained what the transfer means to the city and the required process mandated by federal regulations. City Clerk Misty Ezell read by title the Order/Resolution. Councilwoman Bowman made a motion to accept Order/Resolution 37-2015 as read. Councilwoman Barnett-Smith seconded the motion. All members present voted aye. Vote: 5-0. Motion carried and so ordered.

ADMINISTRATIVE REPORTS:

Building Inspector Bill Stith reported there were eight HVAC permits, seven move-and-set permits applicable to mobile homes, and three certificate of occupancies.

City Engineer Ray Erpenbeck provided a written report. Mr. Erpenbeck stated that the Merravay Drive project is complete. The Palace Avenue Storm Sewer Project is scheduled to begin immediately after approval of the resolution and the project should be complete by the end of year.

City Finance Officer/Treasure Jessica Lucius provided a written report. Ms. Lucius The city just underwent their yearly audit and the auditors will present the findings in December.

City Clerk Misty Ezell reported that the property tax bills were to be mailed to the residents on October 13th. And, that the upgraded phone system was installed in the city building and police department.

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 recreation event for the summer was held on Thursday September 10th, Mr. Cowpie was be here. The next scheduled event will be held on October 23rd, and it is the annual Halloween Party from 5:00-7:00 pm at the Elsmere Senior Center. There will be games, snacks and a costume contest at the event.

City Attorney Tom Miller was not in attendance. Attorney Greg Voss substituted for Mr. Miller.

Police Chief Tim Thames summarized the items in his written report to Council. Chief Thames reported Officer John Overbey graduated basic training at the Kentucky Police Academy on October 9th. Officer Overby received two awards at his graduation ceremony. He received the Recruit of Distinction award and the Academic Achievement award. Chief Thames, Sgt. Cummins, and City Administrator Alex Mattingly attended his graduation. The Police Department is in the process of hiring two other officers (lateral transfers), the first officer has been extended a conditional offer of employment and the target date for him to begin is October 20th. The second officer is in the early stages of background investigation, but they hope to have him begin by mid-November. Officer Tony Embry is transitioning from patrol to the detective's office. He is training with Detective Dennis McCarthy three days per week. On September 11th, Sgt. Cummins and Chief Thames attended the dedication service of the 9-1-1 Memorial in Crescent Springs. On September 20th, members of the police Dept. attended the Heritage Day. On September 29th, the police department learned that the Kenton County Commonwealth Attorney Rob Sanders determined that the actions of Officer Metzger during the incident on August 6, 2015 were justified and that he acted in self-defense. On September 13, 2015, a citizen posted a message on the city Facebook page thanking Officer Ernst for her actions and kind demeanor while investigating a vehicle accident.

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 and sidewalk repairs were completed on Luke Lane. The HVAC system went down and was repaired at the Senior Center. The center needs fencing in the area where the air conditioners are located. The units are being damaged by neighborhood children. Councilwoman Alexis Tanner asked if there was money already in the budget for this. City Administrator Alex Mattingly stated that he had already checked the budget and there is money available for the new fencing.

Councilman Bradford made a motion to approve the Administrative Reports. Councilwoman Grubbs 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

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

Economic Development Liaisons Bill Bradford and Alexis Tanner had no report. City Administrator Alex Mattingly stated there has been some work on Rosedale Green on Turkeyfoot Road and that the old Salvadore's building is being transitioned to house Mother's Tattoo studio.

Code Enforcement Liaison Mary Lou Neal was not in attendance.

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 met with Public Works Director Chris Zerhusen to discuss updating the parking schedule ordinance and this action will take longer than they originally had expected. They hope to have a new schedule to present after the first of the year.

City Administrator's Report T. Alex Mattingly reported that the city completed their yearly audit field work and compliment City Clerk Misty Ezell and Finance Officer/Treasurer Jessica Lucius on their work on issuing tax bills and coordinating the audit respectively. Also Mr. Mattingly mentioned that the new phone system has been implemented and will save the city money in the long term.

Mayor's Report Mayor Marty Lenhof reported that on September 20th, he represented Elsmere at the Heritage Day Celebration at Erlanger's Depot Park. On September 29th through October 2nd, he and City Administrator Alex Mattingly attended the KLC Convention in Owensboro, KY. He would like to thank the council for their participation in the strategic planning session during the October 6 caucus meeting. There will be another session for the public in January.

GENERAL ITEMS:

2015 Halloween Trick-or-Treat Hours – After discussion Councilwoman Grubbs made the motion to set Halloween hours to be held on October 31, 2013 from 6:00 p.m. to 9:00 p.m. Councilwoman Barnett-Smith seconded the motion. All members present voted aye. **Motion carried and so ordered.**

Order/Resolution 36-2015 – Accepting the bid of Lonkard Construction Co., Inc. for the Palace Avenue Sewer Extension Project.

City Clerk Misty Ezell read by title the Order/Resolution. Councilwoman Barnett-Smith made a motion to accept Order/Resolution 36-2015 as read. Councilwoman Tanner seconded the motion. All members present voted aye. Vote: 5-0. Motion carried and so ordered.

Order/Resolution 37-2015 – Approving the transfer of control of the Time Warner Cable, Inc. and Insight Kentucky Partners II, LP to Charter Communications.

City Clerk Misty Ezell read by title the Order/Resolution. Councilman Bradford made a motion to accept Order/Resolution 37-2015 as read. Councilwoman Tanner seconded the motion. All members present voted aye. Vote: 5-0. Motion carried and so ordered.

Ordinance 1707-2015 – Setting Mayor/Council Salaries for 2017-2018

Attorney Greg Voss performed a summary reading of the Second Reading of Ordinance 1707-2015

AN ORDINANCE AMENDING 31.03 OF THE CITY OF ELSMERE CODE OF ORDINANCES, ENTITLED "COMPENSATION" TO ADJUST THE SALARIES OF THE MAYOR AND CITY COUNCIL AND TO MAKE OTHER MINOR CORRECTIONS.

Councilwoman Bowman made a motion to accept Ordinance 1707-2015 as read. Councilwoman Tanner seconded the motion. Mayor Lenhof requested a roll call vote. Roll Call: Councilwoman Bowman – aye; Councilman Bradford – aye; Councilwoman Grubbs– aye; Councilwoman Tanner – aye; Councilwoman Barnett-Smith: +5-0. Motion carried and so ordered.

REPORTS FROM COUNCIL:

Councilwoman Grubbs Reminded the residents about the Halloween Party on October 23rd from 5-7 at the Senior Center. Also that several churches within the community are hosting Trunk-or-Treats.

Councilwoman Neal was not in attendance

Councilwoman Barnett-Smith had no report

Councilwoman Bowman had no report.

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Councilwoman Tanner had no report.

Councilman Bradford spoke about the Heritage Day event; he also attended to represent Elsmere.

ADJOURNMENT

Councilwoman Tanner made a motion to adjourn. Councilwoman Barnett-Smith seconded the motion. All members present voted aye. **Motion carried and so ordered.** Meeting adjourned at 7:22 p.m.



Mayor Marty Lenhof

Attest:



Misty Ezell, City Clerk