

REGULAR MEETING MINUTES OF THE ELSMERE CITY COUNCIL

October 14, 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 6:38 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 Nancy Bowman
Councilman Billy Bradford
Councilman Tim Greene
Councilwoman Gloria Grubbs
Councilwoman Mary Lou Neal

Councilwoman Joanne Barnett-Smith was absent.

APPROVAL OF MINUTES:

Councilwoman Bowman made a motion to approve the minutes of the September 9, 2014 Council Meeting. Councilwoman Neal seconded the motion. All members present voted aye. **Motion carried and so ordered.**

GENERAL ITEMS:

AUDIENCE REMARKS:

Carol Cope – Director of the Elsmere Senior Center – reported on the challenges of making the Senior Center inviting and the task of encouraging younger senior citizens to use the facility. Ms. Cope also presented information regarding a “Festival of Trees” fundraising event and open house on November 14, which is also meant to attract new members. Ms. Cope also discussed the donation opportunities for the fundraiser.

Serena Owen – 1086 Henry Street – Ms. Owen reported the TANK bus route is set to begin on January 5, 2015, and asked about the plans to promote this route. Ms. Owen also made comments concerning her candidacy for City Council.

ADMINISTRATIVE REPORTS:

Building Inspector Bill Stith reported for the month of September there were fifteen building and zoning permits issued with \$346,750.00 in total construction costs, \$1,835.80 in building fees, and \$513.00 in zoning fees. Mr. Stith also reported that the permits included four single family homes, a parking lot expansion, a home occupation permit and a remodeling project.

City Engineer Ray Erpenbeck reported on the delay of construction on Maple Avenue due to the rain and that the project will be completed prior to winter. Mr. Erpenbeck also reported that the Park Avenue reconstruction and the Dixie Highway curb and sidewalk repair projects are complete. Mr. Erpenbeck also reported that the Dixie Highway Beautification Project will begin once the Northern Kentucky Water District removes the temporary water lines near St. Henry Church, which should be in the next few weeks. Mr. Erpenbeck also submitted a written report to Council.

Finance Officer/Treasurer Jessica Lucius reported that the city ‘s expenses and revenue are on track for the first quarter of the fiscal year and most of the income will not come in until after property taxes and insurance premium taxes are paid. Ms. Lucius also submitted a written report to Council.

City Clerk Jessica Chaney reported on the success of the Heritage Day celebration and her attendance at the wrap up meeting applicable to the event. Ms. Chaney also reported fall/winter newsletters were mailed to residents the week of October 6 and property tax bills will be mailed to property owners at the end of October.

Code Enf. Officer & Zoning Administrator Rich Aliff reported 41 notices or citations for 53 violations were issued in the month of September. Mr. Aliff also reported on the status of the City's partnership with PDS of Kenton County for additional code enforcement efforts. Mr. Aliff also submitted a written report to Council.

Parks and Recreation Director Denise Donahue reported on the upcoming Halloween party at the Senior Center and the canned food drive and free skating event in November at Jimmie's Rollerdom.

City Attorney Tom Miller reported on his attendance at the Kentucky League of Cities conference, which included sessions on changes in law pertaining to city reclassifications and other changes recently enacted by the General Assembly.

Police Chief Thames reported on the status of the two police officer recruits currently at the Kentucky Police Academy. Chief Thames invited Council members to attend Officer Zachary Ritchie's graduation on October 31. Chief Thames also reported on the Police Department's attendance at the Recreation Department's movie in the park, POW/MIA Memorial Service dinner, the Cruising the Cruisers community service event involving Officer Zachary Ritchie (where his police cruiser took third place), and staff attendance at Heritage Day. Chief Thames also reported on a compliment received from a citizen pertaining to Sgt. Todd Cummins. Chief Thames also submitted a written report to Council.

Public Works Director Chris Zerhusen reported that Public Works is one week behind on concrete repairs on Powerline Drive due to the rain and plans to wrap up this project and black top repairs before winter. Mr. Zerhusen also reported that Public Works staff will be getting their snowplow equipment out to evaluate if repairs are needed. Discussion also occurred regarding the salt supply, the concrete repairs at Rosella Porterfield Park, and the Edwards/Galvin blacktop repairs by Len Riegler Blacktop. Mr. Zerhusen also submitted a written report to Council.

Councilwoman Neal made a motion to approve the Administrative Reports. Councilman Bradford 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 was absent.

Economic Development Liaison Billy Bradford had no report.

Code Enforcement Liaison Mary Lou Neal reported the weeds at the corner of Spring St. and Main St. continue to be an issue on needing to be trimmed or cut down.

Parks and Recreation Liaison Mary Lou Neal thanked Public Works for fixing the ruts at Rosella Porterfield Park. Discussion occurred regarding the possibility of fixing the drainage issue at the entrance and steps at the baseball fields at Woodside Park to prevent mud and sand from running over the steps into the parking lot.

Streets Liaison Tim Greene reported he checked on the Galvin Avenue and Park Avenue projects. Councilman Greene reported that the contractor on Park Avenue did a wonderful job on the reconstruction and hopes that the contractor on Galvin can get the work completed since the rain caused delays. Councilman Greene also reported the next street group meeting is scheduled for Oct. 15.

Transportation Liaison Joanne Barnett-Smith was absent.

City Administrator T. Alex Mattingly reported TANK is currently formulating the bus route for the pilot program set to begin on January 5 and added the City will make every effort to advertise this new service. Mr.

Mattingly also reported that Norfolk Southern Railroad has made extensive repairs to the Garvey Avenue bridge and the City hopes it satisfies the Kentucky Transportation Cabinet's bridge inspectors and prevents any bridge weight restrictions. Mr. Mattingly also discussed the partnership with Planning Development Services, formerly NKAPC, for code enforcement and wanted to remind residents the City is looking for substantial code enforcement properties and the new efforts are not meant to be nitpicky and Elsmere is working hard to address these code enforcement properties. Mr. Mattingly also reported that the Elsmere Police Department is working hard to address heroin and other drugs issues in the community and is working with the Northern Kentucky Drug Strike Force team and is seeing results. He also reported that an administrative hearing was held regarding blighted property at 1085 Henry Street and the process has begun in having that structure demolished.

Mayor Marty Lenhof reported on several events that he attended in September. Mayor Lenhof reported the Mayors Group meeting was held at the Senior Center which they received positive remarks and thanked Center Director Carol Cope for her work there. He also reported several employees from the Police Department, Public Works and Administration were in attendance at the Heritage Day Celebration, which was a joint effort this year by the Cities of Elsmere and Erlanger. Mayor Lenhof also thanked the employees for their participation at that event. Mayor Lenhof also reported on his attendance of several sessions at the Kentucky League of Cities conference which included strategic planning and the ability to use KLC services to develop such plan.

GENERAL ITEMS CONT.:

Order/Resolution 22-2014 – Investment Policy Update

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

Councilwoman Bowman made a motion to accept Order/Resolution 22-2014 as read. Councilman Greene seconded the motion. All members present voted aye. **Vote: 5-0. Motion carried and so ordered.**

Order/Resolution 23-2014 – SD1 Easements Related to Dell Street Storm Sewer Repairs and Park Avenue Reconstruction

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

Councilwoman Grubbs made a motion to accept Order/Resolution 23-2014 as read. Councilwoman Neal seconded the motion. All members present voted. **Vote: 4 ayes; 1 abstention. Motion carried and so ordered.**

Order/Resolution 24-2014 – Acceptance of Easement – Covered Bridge Park Drive

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

Councilman Bradford made a motion to accept Order/Resolution 24-2014 as read. Councilwoman Bowman seconded the motion. All members present voted aye. **Vote: 5-0. Motion carried and so ordered.**

Ordinance 1684- 2014 - Map Amendment - Cross/Vine Property from R-1GG to R-3

City Attorney Tom Miller presented a summary reading for the First Reading of Ordinance 1684-2014.

AN ORDINANCE ADOPTING THE APPLICABLE RECOMMENDATION OF THE KENTON COUNTY PLANNING COMMISSION AND AMENDING OF THE OFFICIAL ZONING MAP OF THE CITY OF ELSMERE TO CHANGE THE ZONING DESIGNATION OF AN APPROXIMATE 2.58 ACRE AREA ADJACENT TO THE INTERSECTION OF CROSS AND VINE STREETS FROM R-1GG TO R-3.

Ordinance 1685-2014 – Amending Police Policies and Procedures - Police Ride Along Policy

City Attorney Tom Miller presented a summary reading for the First Reading of Ordinance 1685-2014.

AN ORDINANCE AMENDING THE CITY OF ELSMERE, KENTUCKY POLICE DEPARTMENT POLICY AND PROCEDURES MANUAL BY CREATING A RIDE-ALONG POLICY.

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REPORTS FROM COUNCIL:

Councilwoman Gloria Grubbs had no report.

Councilwoman Mary Lou Neal had no report.

Councilwoman Joanne Barnett-Smith was absent.

Councilman Bradford discussed the repairs of the Garvey Avenue bridge by Norfolk Southern Railroad.

Councilwoman Bowman had no report.

Councilman Greene had no report.

ADJOURNMENT

Councilwoman Neal made a motion to adjourn. Councilman Greene seconded the motion. All members present voted aye. **Motion carried and so ordered.** Meeting adjourned at 7:24 p.m.



Mayor Marty Lenhof

Attest:



Jessica Chaney, City Clerk