

MEETING MINUTES OF THE ELSMERE CITY COUNCIL
November 10, 2015
6:30 PM

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

CALL TO ORDER: Mayor Lenhof called the meeting to order at 6:32 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 Mary Lou Neal, Councilman Bill Bradford, Councilwoman Gloria Grubbs, and Councilwoman Alexis Tanner

The following member was absent: Councilwoman Nancy Bowman.

APPROVAL OF MINUTES:

Councilwoman Tanner made a motion to approve the minutes of the October 13, 2015, Regular Council Meeting. Councilwoman Grubbs seconded the motion. All members present voted aye. **Motion carried and so ordered.**

Councilman Tanner made a motion to approve the minutes of the November 3, 2015 Caucus Meeting. Councilwoman Grubbs seconded the motion. All members present voted aye. **Motion carried and so ordered.**

GENERAL ITEMS:

Chief Tim Thames introduced the newest Elsmere Police Officer James Seibert to the council members.

Mayor Lenhof presented a proclamation and special award to Patrick "Pat" Donahue for 20 years of service to the Elsmere Public Works Department.

ADMINISTRATIVE REPORTS:

Building Inspector Bill Stith reported there were six building and zoning permits issued in the month of October: 1 HVAC, 1 fence, 1 sign, 1 wheelchair ramp and 2 single family home permits.

City Engineer Ray Erpenbeck was not in attendance but provided a written report. City Administrator Alex Mattingly stated that Mr. Erpenbeck had mentioned in the report that the Merravay Drive and Berkley Drive projects are substantially complete.

City Clerk Misty Ezell reported that the property tax bills were to be mailed to the residents in October and, as of November 9th, the city has collected approximately \$268,000 in Real and Personal Property and \$163,000 in Street Tax funds. She stated the discount period for paying property tax bill ends November 30, 2015. Also she's been working on completing the Fall/Winter Newsletter, which should be mailed to residents within the next week.

Code Enforcement 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 Halloween Party was a success and well-attended. The next scheduled event is November 15, 2015 and it is skating at Jimmie's Roller Dome. Skating is free with a donation of a canned good. The Elsmere Christmas party will be held on December 13th from 2:00 to 4:00 pm at the Elsmere Senior Center.

City Attorney Tom Miller was not in attendance. Attorney Greg Voss substituted for Mr. Miller and had no report.

Police Chief Tim Thames summarized the items in his written report to City Council. Chief Thames reported Officer John Overbey graduated basic training at the Kentucky Police Academy on October 9th and is in field

training. Officer James Seibert began his employment with the City of Elsmere on October 19th. He has approximately four years of police experience and is currently in his fourth week of field training. The Elsmere Police Department is in the process of hiring Officer Brian Machal. Officer Machal is scheduled to begin his employment with the City of Elsmere on November 16th. Officer Tony Embry has been assigned full-time to the detective's office and has assumed the after hour call-out on November 6th. On October 22nd and 23rd, the police department completed their annual night time firearms training and qualification. On September 29th, the police department learned that the Kenton County Commonwealth Attorney Rob Sanders determined that the actions of Officer Metzger during an incident on August 6, 2015 were justified and that he acted in self-defense. On October 7, 2015, a citizen posted a message on the city Facebook page thanking Officer Ernst and Officer Day for meeting and talking with her young son. Officer Day arranged for the child to visit police headquarters and Officer Ernst met with the child and gave him a tour of a police vehicle. The citizen commented on Officer Ernst's thoughtfulness, attitude, and willingness to spend time with a young person. Elsmere officers attended the "Trunk or Treat event at Elsmere Baptist Church on October 30th. And Sgt. Carpenter, Sgt. Morrison and Chief Thames patrolled the streets on Halloween night during Trick or Treat hours. The officers handed out candy and provided an extra level of security for our residents. The Elsmere Police Department will be having a canned food drive at the Silverlake Kroger on November 18th. The annual Shop with a Cop event will be held on December 21st, 2015.

Public Works Director Chris Zerhusen summarized items in his written report to Council. Mr. Zerhusen reported that grass is continuing to be cut and street sweeping is being done on a weekly basis. Sidewalk repairs were completed on Garvey Avenue in front of the Elsmere Mini Mart and in the area adjacent to the Norfolk Southern railroad bridge. Sidewalk repairs began on Berkley Drive and will likely take a couple of weeks to complete. They have been working on getting the snow removal equipment out of storage and tested to ensure operation.

Councilwoman Grubbs 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 had no report

Adopt-A-Troop Liaison Joanne Barnett-Smith stated that she is working on a few things related to this project and hoped to have final details at the December meeting.

Economic Development Liaisons Bill Bradford and Alexis Tanner had no report.

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 had no report.

Lights up Elsmere Liaison Joanne Barnett-Smith stated the dates have been set for the annual event and they are December 18, 19, & 20. The judges will be judging the displays from 6:00 – 11:00 pm. The winners will receive a prize and a sign for their yard.

City Administrator's Report T. Alex Mattingly praised the Public Works department for all their hard work related to completing street work in various spots around Elsmere. The net profits tax information that was discussed at the November caucus meeting was given to the council and will be discussed again in December. He has been working with NKADD on issues concerning the Elsmere Senior Center and its continued operations. Mr. Mattingly also has been working with Attorney Greg Voss, in Attorney Tom Miller's absence, concerning issues with a home on Dell Ave.

Mayor's Report Mayor **Marty Lenhof** congratulated the Council, Administration and Staff for being awarded the 2015 Community Hero Award at the Heritage Days Celebration on September 20th. He stated that the Senior Center will continue to operate in some capacity after December 31st. And, Mayor Lenhof received a letter from the Elsmere Baptist Church thanking those who came to their Trunk or Treat held on October 30th.

GENERAL ITEMS:

Order/Resolution 38-2015 – INCREASING THE ANNUAL ELSMERE COMMUNITY SCHOLARSHIP TO \$1,000 PER AWARD.

City Clerk Misty Ezell read by title the Order/Resolution. Councilwoman Grubbs made a motion to accept Order/Resolution 38-2015 as read. Councilwoman Barnett-Smith seconded the motion. All members present voted aye. Vote: 5-0. Motion carried and so ordered.

Order/Resolution 39-2015 – AUTHORIZING ACTION TO ACQUIRE PROPERTY LOCATED AT 810-A BEDINGER STREET FOR THE PUBLIC PURPOSE OF EXPANDING WOODSIDE PARK.

City Clerk Misty Ezell read by title the Order/Resolution. Councilwoman Tanner made a motion to accept Order/Resolution 39-2015 as read. Councilman Bradford seconded the motion. **Vote: 4 ayes; 1 abstention.** Motion carried and so ordered.

REPORTS FROM COUNCIL:

Councilwoman Grubbs spoke about Veterans Day and the importance of appreciating our nation's veterans.

Councilwoman Neal had no report.

Councilwoman Barnett-Smith had no report.

Councilwoman Bowman was not in attendance.

Councilwoman Tanner had no report.

Councilman Bradford had no report.

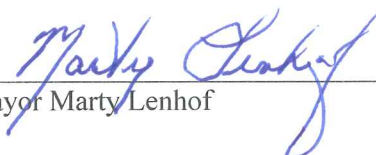
EXECUTIVE/CLOSED SESSION

Councilwoman Grubbs made a motion to enter executive/closed session under KRS 61.810(1) (f) – Discussions on appointment, discipline, or dismissal of an individual city employee. Councilwoman Tanner seconded the motion. All members present voted aye. Council entered executive/closed session at 7:13 p.m.

Councilwoman Grubbs made a motion to exit executive/closed session and reconvene regular session. Councilwoman Tanner seconded the motion. All members present voted aye. Council exited executive/closed session at 7:24 p.m. No action taken.

ADJOURNMENT

Councilwoman Grubbs made a motion to adjourn. Councilwoman Tanner seconded the motion. All members present voted aye. **Motion carried and so ordered.** Meeting adjourned at 7:25 p.m.



Mayor Marty Lenhof

Attest:



Misty Ezell, City Clerk