

REGULAR MEETING MINUTES OF THE ELSMERE CITY COUNCIL
December 10, 2013
6:30PM

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 Billy 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 Billy Bradford
Councilman Tim Greene
Councilwoman Gloria Grubbs
Councilwoman Mary Lou Neal

APPROVAL OF MINUTES:

Councilwoman Bowman made a motion to approve the minutes of the November 12, 2013 Council Meeting. Councilman Greene seconded the motion. All members present voted aye. **Motion carried and so ordered.**

GENERAL ITEMS:

Audit Presentation – John Chamberlin

John Chamberlin from Van Gorder Walker & Co. presented to Council the 2012-2013 Audit Report.

Kenton County Circuit Court Judge Candidate – Robert Winter

Mr. Winter addressed Council regarding his qualifications for Kenton County Circuit Court Judge.

ADMINISTRATIVE REPORTS:

Building Inspector Bill Stith reported for the month of November, 2013, there were six building and zoning permits which included an above-ground pool with a deck, three HVAC's, a move and set permit in the mobile home park, and a sidewalk in the park on Bedinger completed as an Eagle Scout project.

City Engineer Ray Erpenbeck submitted a written report to Council.

City Clerk Jessica Chaney reported Dec. 9 through Dec. 16 the city is auctioning surplus property through GovDeals.com items include, office equipment, police equipment and a bicycle. Ms. Chaney also reminded residents the 2013 Property Tax bills are due Dec. 31, 2013 by 5:00 p.m.

Code Enf. Officer & Zoning Administrator Rich Aliff was not present but submitted a written report to Council.

Parks and Recreation Director Denise Donahue reported there were approximately 169 children in attendance at the Christmas Party and experienced no issues with the weather. Mrs. Donahue added the next event is Feb. 9th at Jimmy's Roller-dome.

City Attorney Tom Miller reported he is working on collection efforts for delinquent property taxes and waste fees. Mr. Miller also added several liens were recorded this week.

Police Chief Thames reported on Officer Metzger's accomplishments at the Academy and that Metzger is entering into his third week of field training. He also reported Officer Rau is in the final phase of field training and expected to be on the road soon. He also reported on the Highway Safety Grant and the Bullet Proof Vest Program. He also reported on the success of the police departments annual canned food drive in conjunction with the F.O.P

He also reported the Cops and Kids Program will be held on Dec. 23rd and extended an invitation to Council to attend this event. Chief Thames also submitted a written report to Council.

Public Works Director Chris Zerhusen thanked his Public Works crew for doing a phenomenal job in clearing the streets after the recent snow storm. Mr. Zerhusen also submitted a written report to Council.

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

AUDIENCE REMARKS:

Brenda Ainsworth, 3778 Harvest Way – discussed the storm sewer located in front of her property on Harvest Way and the issue of the snow being packed onto it when the roads are being plowed. Mr. Zerhusen stated the only way to plow the snow is to push it toward the curb and he will have his crew look into clearing the sewer grate. Ms. Ainsworth also questioned if the city can have a better way to communicate with the citizens when laws are passed in the city. Mr. Mattingly stated all ordinances are on the city’s webpage and the city sends out three newsletters. He also added the city is always looking into ways to improve its communication efforts.

Gisela and Gordon Davis, 3781 Harvest Way – had complaints in regards to receiving a parking citation for parking on the street greater than 48 hours. Mr. Mattingly discussed with Mr. and Mrs. Davis that the city has received numerous complaints about vehicles sitting for months in the right-of-way and the ordinance is a proactive effort in preventing vehicles from deteriorating in the right-of-way. Chief Thames scheduled a time to meet with Mr. Davis to discuss the citation.

Allan Miller, 265 Shaw Avenue – reported his neighbor’s 50 ft. pine tree is leaning toward his property and nothing has been done to it. Mr. Miller questioned if Council is able to do anything about this issue. City Attorney Tom Miller stated as a property owner he has certain rights but the city is unable to do anything since it is not located in the right-of-way. Tom Miller recommended to Mr. Miller to seek advice from an attorney. Mr. Mattingly added he will have the City’s Code Enforcement Officer take a look at the tree as well.

COUNCIL LIAISON REPORTS:

Administrative Liaisons Gloria Grubbs and Nancy Bowman had no report.

Adopt-A-Troop Liaison Joanne Barnett-Smith reported a donation would be given to the U.S.O. for already prepared care packages that will be shipped.

Economic Development Liaison Billy Bradford reported there are a few items they are working on but will bring forward at a later date.

Code Enforcement Liaison Neal reported she has forwarded several calls to Code Enforcement Officer Rich Aliff and appreciates all he has done in the community.

Parks and Recreation Liaison Mary Lou Neal reported the Christmas party was a success.

Student Government Joanne Barnett-Smith reported the meeting will be held on Feb. 11, 2014 in the Elsmere Senior Center. She also reported everyone will need to provide a written report prior to this date for the students to read.

Streets Liaison Tim Greene reported that Public Works and Kenton County did a good job on clearing the streets. Discussion occurred regarding the concrete work on East Covered Bridge and when Park Avenue will be completed.

City Administrator T. Alex Mattingly wished everyone a Merry Christmas and thanked everyone for allowing him to serve the citizens of Elsmere. Mr. Mattingly reported the final notice for delinquent waste fees will be mailed to residents this week. He also reported after Jan. 6 the city will file liens on these properties if the fees remain unpaid. He also reported the city will look into improving communication to citizens and possibly add parking laws into the next newsletter. He also reported he has been working on grant applications and resolved the issue at Rosella Porterfield Park regarding the new shelter.

Mayor Marty Lenhof highlighted accomplishments for the 2013 calendar year in the Police Department, Public Works and General Government.

GENERAL ITEMS CONT.:

Executive Order 15-2013 – Appointing Official Representative to NKAPC

Mayor Lenhof summarized the Executive Order naming himself as the Official Representative for NKAPC for 2014; Councilwoman Grubbs was named as an alternate.

Order/Resolution 23-2013 – Authoring the Transfer of 508 Spring St. to HONK

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

Councilwoman Grubbs made a motion to accept Order/Resolution 23-2013 as read. Councilwoman Neal seconded the motion. All members present voted. **Vote: 5-1. Motion carried and so ordered.**

Ordinance 1673-2013 – Adopting S-19 Code of Ordinances Supplement

City Attorney Tom Miller performed a summary reading for the Second Reading of Ordinance 1673-2013.

AN ORDINANCE ENACTING AND ADOPTING A SUPPLEMENT TO THE CODE OF ORDINANCES OF THE CITY OF ELSMERE, KENTUCKY.

Councilwoman Grubbs made a motion to accept Ordinance 1673-2013 as read. Councilwoman Barnett-Smith seconded the motion. Mayor Lenhof requested a Roll Call vote. Roll Call – Councilwoman Bowman – aye; Councilman Bradford – aye; Councilman Greene – aye; Councilwoman Grubbs – aye; Councilwoman Neal – aye; Councilwoman Barnett-Smith- aye. **Vote: 6-0. Motion carried and so ordered.**

REPORTS FROM COUNCIL:

Councilwoman Gloria Grubbs reported she was to address a government class at Lloyd High School this morning which is now rescheduled for Friday. Councilwoman Grubbs wished the citizens and employees of Elsmere a Merry Christmas and many blessings in 2014.

Councilwoman Mary Lou Neal reported 700 Garvey has been broken into several times. Councilwoman Neal discussed issue of vandalism at foreclosed and vacant properties.

Councilwoman Joanne Barnett-Smith thanked the American Legion for the invite to be a judge at the chili cook-off. She also thanked the Board of Education for establishing the call list for school closings.

Councilman Bradford wished everyone a Merry Christmas and reported he enjoys being a part of the city.

Councilman Greene thanked Councilwoman Barnett-Smith & family for the ornament and the Police Dept. for the calendar. Councilman Greene wished everyone a Merry Christmas and Happy New Year and to be safe.

Councilwoman Bowman reported the audit presentation was very good and is proud of the financial status of the city. She also reported the city is fortunate to be in the financial situation they are in and it's a job well done by the

December 10, 2013 Meeting Minutes

staff. In addition Councilwoman Bowman wished everyone a Merry Christmas.

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 8:13 p.m.

Mayor Marty Lenhof

Attest:

Jessica Chaney, City Clerk