

SPECIAL MEETING MINUTES OF THE ELSMERE CITY COUNCIL

March 11, 2014

6:30PM

LOCATION: Elsmere Senior Center, 179 Dell Street, Elsmere, KY 41018

CALL TO ORDER: Mayor Lenhof called the meeting to order at 7:00 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

OUR STUDENT REPRESENTATIVES

Sam Enzweiler	Amber Haley	Jonathan Williams
Olivia Dowling	Jerik Ward	BriAnna Smith
Madison Stuttler	Samantha Mullins	Habsa Dia
Alex Sand	Hailey Donahue	Paige Hoffman
Kai Dowdy		

APPROVAL OF MINUTES:

Councilwoman Neal made a motion to approve the minutes of the February 11, 2014 Council Meeting. Councilman Greene seconded the motion. All members present voted aye. **Motion carried and so ordered.**

AUDIENCE REMARKS: None.

ADMINISTRATIVE REPORTS:

Building Inspector Bill Stith reported for the month of February there was a home occupation permit at 3602 Mitten Drive, a repair/remodel permit at 1101 Garvey Avenue, a sign permit for Auto Zone at 3715 Dixie Highway and a sign permit at 400 Ash Street for which the fee was waived per a prior agreement with the City. Mr. Stith also reported there was \$20,700.00 in total construction costs, \$150.00 in building fees, and \$75.00 in zoning fees.

City Engineer Ray Erpenbeck reported JPS Construction has completed all major items on the Swan/Caldwell project and a final inspection will be completed once all remaining work is complete. Mr. Erpenbeck also reported the water main replacement work on Park Avenue has been delayed due to weather. This delay will not prevent the start of the street work which is set to begin the first week of April. Mr. Erpenbeck also reported an open meeting will be held on March 18th at 6:00 p.m. for residents to ask questions and review plans for the Park Avenue project. Mr. Erpenbeck also submitted a written report to Council.

City Clerk Jessica Chaney reported she has been working on planning the Business Appreciation luncheon to be held on April 23, 2014. Ms. Chaney also reported she plans to send out a spring newsletter to residents in April. Ms. Chaney also reported delinquent waste fee liens were placed on some properties on February 24, 2014 and the city has collected approximately \$759,500.00 for this fiscal year's property taxes.

Code Enf. Officer & Zoning Administrator Rich Aliff was not present but submitted a written report to Council. Mr. Mattingly reported in the coming weeks there will be an increase in code enforcement efforts to encourage spring clean-ups of problem properties.

Parks and Recreation Director Denise Donahue reported the Easter egg hunt will be held April 12th with approximately 2,000 eggs, games, prizes and other activities and to contact her if you would like to help stuff eggs. Ms. Donahue also reported on the process for baseball teams to reserve Woodside Park for games and practices. Ms. Donahue also reported she hopes to hear back soon about the crumb rubber mulch grant for Rosella Porterfield and Woodside Park.

City Attorney Tom Miller reported he has been working on foreclosures and other legal work and prepared filings to transfer 508 Spring Street to Housing Opportunities of NKY. Mr. Miller also reported he has been working on delinquent tax collection efforts, various code enforcement issues and attended the recent board of adjustment meeting.

Police Chief Thames reported in December the Police Department requested a forfeiture and destruction order for property and they were awarded over \$4,000.00 in cash and two Canon digital cameras. Chief Thames also submitted a written report to Council.

Public Works Director Chris Zerhusen reported the last several days they used approximately four tons of cold patch and were extremely busy with several snow events and currently have 230 tons of salt on hand. Mr. Zerhusen also reported that the Phase II street sign replacement project is a quarter of the way completed and the storm sewer project was completed on the City's white pole barn to prevent flooding. Mr. Zerhusen also reported upcoming work includes continuing the Phase II sign replacement project, patch potholes, and develop a list of repairs and maintenance items for the parks. Mr. Zerhusen also submitted a written report to Council.

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

City Administrator T. Alex Mattingly reported he has been working on several economic development opportunities in conjunction with Tri-Ed and it appears a development interest has accelerated in Northern Kentucky. Mr. Mattingly also reported that he and the Finance Officer/Treasurer have started the internal budget planning and discussion process for the 2014-2015 fiscal year. Mr. Mattingly also reported he has been working with Rumpke to ensure waste collection bills are being paid and the city received a handful of properties that will have service terminated the beginning of April. Mr. Mattingly wanted to remind residents that the city has an ordinance that requires residents to pay Rumpke for waste collection. Mr. Mattingly also provided a brief update on the pending ordinance which makes changes to the Code of Ordinances to reflect the current hiring process for lateral police officer candidates.

Mayor Marty Lenhof reported that he and Mr. Mattingly attended the City Day/City Night in Frankfort and were able to attend a portion of that day's General Assembly session with State Senator Chris McDaniel and Representative Adam Koenig, whose districts both include Elsmere. Mayor Lenhof reported discussions occurred regarding legislation to address the increasing costs of legal advertising and the reclassification of cities. Mayor Lenhof also reported they were able to attend the Northern Kentucky Thoroughbred Awards which included Brian Papke, President of Mazak, as the keynote speaker. Mayor Lenhof also thanked Councilwoman Barnett-Smith, Denise Donahue and Jessica Chaney for their efforts in coordinating the student government meeting.

GENERAL ITEMS CONT.:

Proclamation – Brain Injury Awareness Day

Mayor Lenhof read the Proclamation honoring the Northern Kentucky brain injury support group in declaring March 12, 2014 as brain injury awareness day.

Order/Resolution 5-2014 – Declaring Surplus Property

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

Councilwoman Barnett-Smith made a motion to accept Order/Resolution 5-2014 as read. Councilwoman Grubbs seconded the motion. All members present voted aye. **Vote: 6-0. Motion carried and so ordered.**

Ordinance 1675-2014 – Amending Section 35.01 through 35.07 Police Department Lateral Transfers
City Attorney Tom Miller performed a summary reading for the First Reading of Ordinance 1675-2014.

AN ORDINANCE AMENDING §§ 35.01 THROUGH 35.07 OF THE CODE OF ORDINANCES TO CLARIFY THE HIRING PROCESS FOR LATERAL POLICE OFFICERS AND OTHER INFORMATION PERTAINING TO THE POLICE DEPARTMENT.

REPORTS FROM COUNCIL:

Councilwoman Gloria Grubbs commended Public Works for their excellent job in keeping the streets plowed and salted this winter. Councilwoman Grubbs also reported she has been working in conjunction with administration and council during the monthly work sessions in developing a new ordinance for rental properties to address the issues associated with rental properties since there has been an increase of rental properties in Elsmere. Councilwoman Grubbs also reported they hope to come up with a fair and balanced ordinance to contribute to the safety and welfare of Elsmere citizens. She also reported the City presents two scholarships to graduating students and applications can be picked up at the Elsmere City Building or from the student's guidance counselor.

Councilwoman Mary Lou Neal reported the outside perimeters of Woodside Park need to be picked up since there is a lot of trash and junk in this area. Councilwoman Neal also reported the City Administrator and Code Enforcement Officer are cleaning up the city well.

Councilwoman Joanne Barnett-Smith thanked the students who participated in the student government meeting, the schools for allowing the students to participate, Little Caesars for supplying pizza, Chief Thames for supplying the soft drinks and the city for keeping the program alive. Councilwoman Barnett-Smith also reported she has seen an increase of deer in the city and wanted to remind residents to watch out for them and to be safe. She also reported she has noticed a lot of activity with children playing in the streets and wants to remind parents to keep children out of the street and that the city offers plenty of parks for children to play in. She hopes the snow is no longer a factor. She also reminded residents about the open meeting for Park Avenue street construction on March 18. She also reported she continues to keep the safety of the servicemen in her prayers.

Councilman Bradford reported he has been working with the City Administrator on several retail and industrial businesses in the preliminary stages of development and will notify others when the information is available for the public. Councilman Bradford also reported the Overlook at Turkeyfoot is in progress with two apartment buildings and a clubhouse constructed and that the city is regularly communicating with the developers to ensure contractors have an Elsmere Occupational License.

Councilman Greene reported that most of construction has been delayed due to bad weather. Councilman Greene reported a lot of street repairs will be beginning or are in the completion stages next month. He also thanked Mr. Erpenbeck for his written report and keeping Council informed when repairs and street work will take place.

Councilwoman Bowman reported if Council has any items for the caucus agenda to please let her or Mr. Mattingly know.

ADJOURNMENT

Councilman Bradford made a motion to adjourn. Councilwoman Neal seconded the motion. All members present voted aye. **Motion carried and so ordered.** Meeting adjourned at 7:45 p.m.

Attest:



Jessica Chaney, City Clerk



Mayor Marty Lenhof