

SPECIAL MEETING MINUTES OF THE ELSMERE CITY COUNCIL
March 26, 2013
6:30PM

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

CALL TO ORDER: Mayor Lenhof called the meeting to order at 6:41 PM.

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

GENERAL ITEMS:

Second Reading of Ordinance 1654-2013 – Amending Personnel Policy – Take Home Vehicles

City Attorney Tom Miller performed a summary reading of the second reading of Ordinance 1654-2013.

**AN ORDINANCE AMENDING CHAPTER 19 OF THE CITY OF ELSMERE
PERSONNEL POLICIES RELATED TO USE OF CITY VEHICLES.**

Councilwoman Bowman made a motion to approve Ordinance 1654-2013 as read. Councilman Greene seconded the motion. Roll Call – Councilwoman Barnett-Smith – aye, Councilwoman Bowman – aye, Councilman Bradford – aye, Councilman Greene – aye, Councilwoman Grubbs – present not voting, Councilwoman Neal – aye. **Vote of 5-0. Motion carried and so ordered.**

Second Reading of Ordinance 1655-2013 – Amending Sunday Alcohol-By-The-Drink Serving/Sales Times

Mr. Miller performed a summary reading of the second reading of Ordinance 1655-2013.

**AN ORDINANCE AMENDING § 111.40 OF THE CODE OF ORDINANCES TO
MODIFY THE TIMES THAT ALCOHOLIC BEVERAGES BY THE DRINK AND BY
THE PACKAGE MAY BE SOLD AT REAIL WITHIN THE CITY OF ELSMERE.**

Councilman Bradford made a motion to approve Ordinance 1655-2013 as read. Councilwoman Bowman seconded the motion. Roll Call – Councilwoman Barnett-Smith – aye, Councilwoman Bowman – aye, Councilman Bradford – aye, Councilman Greene – aye, Councilwoman Grubbs – no, Councilwoman Neal – aye. **Vote of 5-1. Motion carried and so ordered.**

Second Reading of Ordinance 1656-2013 – Amending Non-Elected Officers Ordinance to Create Position of Finance Officers/Treasurer and Amend Duties of City Clerk

Mr. Miller performed a summary reading of the second reading of Ordinance 1656-2013.

**AN ORDINANCE AMENDING CHAPTER 31 OF THE CITY OF ELSMERE
CODE OF ORDINANCES TO REVISE THE DUTIES OF THE CITY CLERK AND
CREATE THE NON-ELECTED CITY OFFICE OF FINANCE OFFICER/TREASURER.**

Councilwoman Grubbs made a motion to approve Ordinance 1656-2013 as read. Councilwoman Barnett-Smith seconded the motion. Roll Call – Councilwoman Barnett-Smith – aye, Councilwoman Bowman – aye, Councilman Bradford – aye, Councilman Greene – aye, Councilwoman Grubbs – aye, Councilwoman Neal – aye. **Vote of 6-0. Motion carried and so ordered.**

Order/Resolution 7-2013 – Appointing Jessica K. Lucius as Finance Officer/Treasurer

Interim City Clerk/Treasurer Jessica Lucius read the Order/Resolution as follows:

AN ORDER/RESOLUTION APPOINTING JESSICA K. LUCIUS TO THE POSITION OF INANCE OFFICER/TREASURER.

Councilwoman Grubbs made a motion to approve Order Resolution 7-2013 as read. Councilwoman Neal seconded the motion. Roll Call – Councilwoman Barnett-Smith – aye, Councilwoman Bowman – aye, Councilman Bradford – aye, Councilman Greene – aye, Councilwoman Grubbs – aye, Councilwoman Neal – aye. **Vote of 6-0. Motion carried and so ordered.**

Order/Resolution 8-2013 – Adopting the Job Description for Public Works Seasonal Laborer

Interim City Clerk/Treasurer Lucius read the Order/Resolution as follows:

AN ORDER/RESOLUTION ADOPTING THE JOB DESCRIPTION FOR THE POSITION OF SEASONAL LABORER.

Councilwoman Grubbs made a motion to approve Order Resolution 8-2013 as read. Councilwoman Neal seconded the motion. Discussion ensued. Roll Call – Councilwoman Barnett-Smith – aye, Councilwoman Bowman – aye, Councilman Bradford – aye, Councilman Greene – aye, Councilwoman Grubbs – aye, Councilwoman Neal – aye. **Vote of 6-0. Motion carried and so ordered.**

Retirement – Officer Doug Haubner

Chief Greene stated that a letter of intent has been given to him from Officer Haubner of his intention to retire with his last day being March 31, 2013. It was expected but not this soon. He also stated Officer Haubner will be missed and has been a great asset to the City.

Order/Resolution 9-2013 – Authorizing Transfer of Duty Weapon to Retiring Officers

Interim City Clerk/Treasurer Lucius read the Order/Resolution as follows:

AN ORDER/RESOLUTION AUTHORIZING THE TRANSFER OF DUTY WEAPONS TO RETIRING POLICE OFFICERS IN GOOD STANDING.

Councilwoman Grubbs made a motion to approve Order/Resolution 9-2013 as read. Councilwoman Bowman seconded the motion. Roll Call – Councilwoman Barnett-Smith – aye, Councilwoman Bowman – aye, Councilman Bradford – aye, Councilman Greene – aye, Councilwoman Grubbs - aye, Councilwoman Neal – aye. **Vote of 6-0. Motion carried and so ordered.**

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 7:03 pm.

Mayor Marty Lenhof

Attest:

Jessica Lucius, Interim City Clerk-Treasurer