

SPECIAL MEETING MINUTES OF THE ELSMERE CITY COUNCIL

February 9, 2016

6:30 PM

LOCATION: Elsmere Senior Center, 179 Dell Avenue, Elsmere, KY 41018.

CALL TO ORDER: Mayor Lenhof called the meeting to order at 6:44 p.m.

ROLL CALL: The following members were present: Mayor Marty Lenhof, Councilwoman Joanne Barnett-Smith, Councilman Billy Bradford, Councilwoman Gloria Grubbs, Councilwoman Nancy Bowman, and Councilwoman Alexis Tanner. Councilwoman Mary Lou Neal was absent.

STUDENT REPRESENTATIVES

Miranda Massman	Makinna Sebastian	Mariah Lynn Metz	Alyssa Jones	Ryleigh Lewis
Elijah Tanner	Diamonique Barnett	Jaida Parrot	Chase Carroll	

APPROVAL OF MINUTES:

Councilwoman Grubbs made a motion to approve the minutes of the January 12, 2016 Council Meeting. Councilwoman Barnett-Smith seconded the motion. All members present voted aye. **Motion carried and so ordered.**

Councilwoman Barnett-Smith made a motion to approve the minutes of the January 15, 2016 Special Meeting. Councilwoman Grubbs seconded the motion. All members present voted aye. **Motion carried and so ordered.**

Councilwoman Barnett-Smith made a motion to approve the minutes of the February 2, 2016 Caucus Meeting. Councilwoman Bowman seconded the motion. All members present voted aye. **Motion carried and so ordered.**

ADMINISTRATIVE REPORTS:

Building Inspector Bill Stith reported on the building and zoning permits issued for the month of January.

City Engineer Ray Erpenbeck was absent. Mr. Erpenbeck submitted a written report for City Council's review.

City Clerk Misty Ezell reported she has been working on the re-design of the city website. And the next Code Enforcement Board Meeting will be held on March 2, 2016.

Code Enf. Officer & Zoning Administrator Rich Aliff submitted a written report to Council. Rob Himes with Planning Development Services also submitted a written report to Council.

Parks and Recreation Director Denise Donahue reported the skating event had over two-hundred people in attendance and has set the Easter Egg Hunt for March 19, 2016 and is starting to work on the summer parks event schedule.

Interim City Attorney Greg Voss reported that no legal issues had arisen concerning Elsmere.

Police Chief Tim Thames presented the 2015 Annual Report to Council and summarized items in his written report that was submitted to Council.

Public Works Director Chris Zerhusen summarized items in his written report to Council

Councilwoman Barnett-Smith made a motion to approve the Administrative Reports. Councilman Bradford seconded the motion. All members present voted aye. **Motion carried and so ordered.**

City Administrator's Report Alex Mattingly reported the Strategic Plan meeting held on January 28th was attended by over 100 citizens. There will be a second meeting to showcase the draft plan, the meeting will be held

in late march. Mr. Mattingly reported that he had met with Public Works Director Chris Zerhusen concerning some capitol items needed for the department. One item is a concrete drop hammer, the department could save money if item is purchased prior to the next budget. There may be a budget amendment in the future related to the purchase.

Mayor's Report Mayor Marty Lenhof reported City Administrator Alex Mattingly and he are scheduled to attend the Kentucky League of Cities' City Day and Night in Frankfort on Feb. 10. Mayor Lenhof reported the city has completed the first round of interviews for the vacant City Attorney position, and congratulated Officer Michael Metzger for receiving the 2015 Robert Shields Memorial Outstanding Police Officer Award from the Northern Kentucky Police Chiefs Association.

COUNCIL LIAISON REPORTS:

Administrative Liaisons Gloria Grubbs and Nancy Bowman Councilwoman Grubbs reported the Strategic Plan public meeting was well attended and the city received many positive remarks concerning our public works and police department. She thanked the mayor and city administrator for starting the strategic plan process.

Adopt-A-Troop Liaison Joanne Barnett-Smith had no report

Economic Development Liaisons Bill Bradford and Alexis Tanner – Councilman Bradford reported that they are currently working on updating the zoning on Dixie Highway. Construction of the Rosedale Green facility on Turkeyfoot Road is in progress.

Code Enforcement Liaison Mary Lou Neal was not in attendance.

Parks and Recreation Liaisons Mary Lou Neal and Joanne Barnett-Smith had no report.

Streets Liaisons Alexis Tanner and Gloria Grubbs reported the contract was signed in December for the decorative street lights on Dixie Hwy as part of the beautification project.

GENERAL ITEMS:

D.A.R.E 5th Grade Essay Presentations –

Sgt. Todd Cummins reported that he invited the top students from the D.A.R.E. program to present their essays to Council. Sgt. Cummins introduced the fifth grade students who were present from Arnett Elementary, Miles Elementary and Howell Elementary. Each student read their essay to the Mayor and City Council.

Order/Resolution 5-2016 – Re-Appointing Joe Pannunzio as Elsmere's Representative to the Kenton County Planning Commission

City Clerk Misty Ezell read by title the Order/Resolution. Councilwoman Barnett-Smith made a motion to accept Order/Resolution 5-2016 as read. Councilwoman Bowman seconded the motion. All members present voted aye.

Vote: 5-0. Motion carried and so ordered.

Order/Resolution 6-2016 – Approving Agreement with NKCAC to Operate Senior Center

City Clerk Misty Ezell read by title the Order/Resolution. Councilwoman Bowman made a motion to accept Order/Resolution 6-2016 as read. Councilwoman Tanner seconded the motion. All members present voted aye.

Vote: 5-0. Motion carried and so ordered.

REPORTS FROM COUNCIL:

Councilwoman Tanner No Report

Councilwoman Neal was not in attendance

Councilwoman Grubbs had not Report

Councilman Bradford had no report

Councilwoman Bowman reported that Rumpke will pick up large items on the first week of the month on your regular garbage day.

Councilwoman Barnett-Smith congratulated the D.A.R.E. essay winners and thanked the students for taking part in the Student Government meeting.

ADJOURNMENT

Councilwoman Barnett-Smith made a motion to adjourn. Councilwoman Grubbs seconded the motion. All members present voted aye. **Motion carried and so ordered.** Meeting adjourned at 7:40 p.m.

Mayor Marty Lenhof

Attest:

Misty Ezell, City Clerk