

## MEETING MINUTES OF THE ELSMERE CITY COUNCIL

May 10, 2016

6:30 PM

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

**CALL TO ORDER:** Mayor Lenhof called the meeting to order at 6:35 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 Nancy Bowman, Councilman Bill Bradford, Councilwoman Alexis Tanner and Councilwoman Joanne Barnett-Smith.

The following members were absent: Councilwoman Mary Lou Neal and Councilwoman Gloria Grubbs.

### APPROVAL OF MINUTES:

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

Councilwoman Bowman made a motion to approve the minutes of the May 3, 2016 Caucus Meeting. Councilman Bradford seconded the motion. All members present voted aye. **Motion carried and so ordered.**

### GENERAL ITEMS:

#### 2016 General Assembly Update – Sen. Chris McDaniel

Senator Chris McDaniel provided a legislative update to City Council regarding bills enacted by the Kentucky General Assembly during its most recent session.

### ADMINISTRATIVE REPORTS:

**Building Inspector Bill Stith** was not in attendance, but City Administrator Alex Mattingly briefly summarized his report.

**City Engineer Ray Erpenbeck** reported that the bids for the Manderlay Drive and Clowers Drive were opened on April 28<sup>th</sup>. TMS Construction was the low bidder at \$267,386.80. Final yard restoration and inspections are being completed on the Palace Avenue Storm Sewer Project.

**City Clerk Misty Ezell** reported that the refreshed city website is now live and that Elsmere held its annual Business Appreciation Luncheon on May 4, 2016, which had good attendance by city business officials.

**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 was not in attendance and did not have a written report.

**Parks and Recreation Director Denise Donahue** reported that the Kentucky Reptile Zoo event scheduled for May 5<sup>th</sup>, had to be postponed due to the cooler temperatures that affected the reptiles. The event has been rescheduled for May 19, 2016 at Terrill Park from 6:30 to 7:30 pm. The first movie night will be held on May 13<sup>th</sup> at Woodside Park.

**City Attorney Greg Voss** reported that he spent the last month working on foreclosures and a mediation issue.

**Police Chief Tim Thames** Chief Thames summarized the items in his written report to City Council. Chief Thames reported that on April 6, 2016, Elsmere officers were dispatched to a residence and found two deceased individuals. The investigation into this incident is ongoing. On April 28, 2016, Chief Thames, Mayor Lenhof, and Officer Margaret Ernst attended a job fair hosted by Howell Elementary School for 5<sup>th</sup> grade students. On April 29, Chief Thames served as a judge for College Day at Howell Elementary. And, on the same day, Chief Thames,

Mayor Lenhof, and Council Member Alexis Tanner participated in the Family Fun Run hosted by Howell Elementary School. Chief Thames mentioned that the week of May 15<sup>th</sup> is designated as National Police Memorial Week. Chief Thames also reminded City Council that the annual Erlanger-Elsmere VFW Memorial Day parade is scheduled for May 30, 2016.

**Public Works Director Chris Zerhusen** summarized items in his written report to Council. Mr. Zerhusen reported that the Public Works crew assisted with the Elsmere Cleanup Day on April 23. Public Works also removed three dead ash trees from Terrill Park and one dead maple tree was removed on Central Row. At Woodside Park, a flood light was damaged, and subsequently repaired.

Councilwoman Tanner 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** reported that there will be a picnic with the troops on May 20, 2016 at Crescent Springs Community Park and the Annual 5K run will be held on May 21, 2016.

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

**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** had no report.

**Scholarship** – The city received seven scholarships for review. The winners will be announced at the June 2016 council meeting.

**City Administrator's Report** - City Administrator Alex Mattingly stated that the final strategic plan meeting will be held on Tuesday June 21, 2016 at the Elsmere Senior Center, and work on the 2016/2017 fiscal year budget continues. The second and final reading of the annual budget will be on June 28<sup>th</sup>. Mr. Mattingly stated there will be a benefit for former City Attorney Tom Miller in Covington on May 14.

**Mayor's Report** – Mayor Marty Lenhof stated that the first annual Elsmere Cleanup was held on April 23<sup>rd</sup> and there was a great response. Approximately 150 bags of trash and 30 tires were collected from throughout Elsmere. He thanked all for the volunteers for their hard work. On April 25<sup>th</sup>, Mayor Lenhof attended a ceremony at the VFW where they were honoring John Biedrynskie. He presented him with a proclamation and a key to the City. On April 28<sup>th</sup>, he attended Howell Elementary School Career Day and the school's Family Fun run/walk the next day.

#### **GENERAL ITEMS:**

##### **Order/Resolution No. 12-2016 – Accepting Bid for Manderlay Drive & Clowers Drive Reconstruction**

City Clerk Misty Ezell read in summary the Order/Resolution. Councilwoman Tanner made a motion to accept Order/Resolution 12-2016 as read. Councilwoman Barnett Smith seconded the motion. All members present voted aye. Vote: 4-0. Motion carried and so ordered.

##### **Order/Resolution No. 13-2016 – Accepting Bid for 2016 Joint & Crack Sealing Program**

City Clerk Misty Ezell read in summary the Order/Resolution. Councilwoman Tanner made a motion to accept Order/Resolution 13-2016 as read. Councilwoman Bowman seconded the motion. All members present voted aye. Vote: 4-0. Motion carried and so ordered.

**Order/Resolution No. 14-2016 – Supporting Countywide Vacant Property registry**

City Clerk Misty Ezell read in summary the Order/Resolution. Councilwoman Bowman made a motion to accept Order/Resolution 14-2016 as read. Councilwoman Tanner seconded the motion. All members present voted aye. Vote: 4-0. Motion carried and so ordered.

**Ordinance 1718-2016 –Approving NC Zone Map Amendment**

Attorney Greg Voss performed a summary reading for the Second Reading of Ordinance 1718-2016.

**AN ORDINANCE OVERRIDING THE RECOMMENDATION OF THE KENTON COUNTY PLANNING COMMISSION AND AMENDING THE MAP OF THE OFFICIAL CITY OF ELSMERE ZONING ORDINANCE TO EXPAND THE NEIGHBORHOOD COMMERCIAL (NC) ZONE.**

Councilwoman Tanner made a motion to accept Ordinance 1718-2016 as read. Councilwoman Barnett Smith seconded the motion. Mayor Lenhof requested a roll call vote. Roll Call: Councilwoman Bowman – aye; Councilwoman Tanner – aye; Councilman Bradford – aye; Councilwoman Barnett Smith– aye Motion carried and so ordered.

**Ordinance 1719-2016 – Approving Removal of RP Overlay Zone**

Attorney Greg Voss performed a summary reading for the Second Reading of Ordinance 1719-2016.

**AN ORDINANCE ADOPTING THE RECOMMENDATION OF THE KENTON COUNTY PLANNING COMMISSION AND REMOVING THE RENAISSANCE PROTECTION (RP) OVERLAY ZONE FROM THE ZONING ORDINANCE.**

Councilwoman Tanner made a motion to accept Ordinance 1719-2016 as read. Councilwoman Barnett Smith seconded the motion. Mayor Lenhof requested a roll call vote. Roll Call: Councilwoman Barnett Smith– aye; Councilman Bradford – aye; Councilwoman Tanner – aye; Councilwoman Bowman – aye; Motion carried and so ordered.

**REPORTS FROM COUNCIL:**

**Councilwoman Grubbs** was not in attendance

**Councilwoman Neal** was not in attendance.

**Councilwoman Barnett-Smith** reminded the audience that schools will be out for summer on August 24<sup>th</sup>.


**Councilwoman Bowman** had no report.

**Councilwoman Tanner** had no report.

**Councilman Bradford** had no report.

**ADJOURNMENT**

Councilwoman Tanner made a motion to adjourn. Councilwoman Barnett Smith seconded the motion. All members present voted aye. **Motion carried and so ordered.** Meeting adjourned at 7:35 p.m.

  
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Mayor Marty Lenhof

Attest:

  
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Misty Ezell, City Clerk