

MEETING MINUTES OF THE ELSMERE CITY COUNCIL

June 14, 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 6:32 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 Gloria Grubbs, Councilman Bill Bradford, Councilwoman Alexis Tanner and Councilwoman Joanne Barnett-Smith.

The following members were absent: Councilwoman Mary Lou Neal and Councilwoman Nancy Bowman.

APPROVAL OF MINUTES:

Councilman Bradford made a motion to approve the minutes of the May 10, 2016, Council Meeting. Councilwoman Tanner seconded the motion. All members present voted aye. **Motion carried and so ordered.**

Councilwoman Grubbs made a motion to approve the minutes of the June 7, 2016 Caucus Meeting. Councilwoman Barnett Smith seconded the motion. Council members Grubbs, Barnett Smith and Tanner voted aye and Councilman Bradford abstained. **Motion carried and so ordered.**

GENERAL ITEMS:

2016 Elsmere Community Scholarship Winners – Mary Mills and Micaela Marshall

Mayor Lenhof gave a summary about each scholarship recipient and their accomplishments, and Ms. Mills and Ms. Marshall were formally given their awards.

ADMINISTRATIVE REPORTS:

Building Inspector Bill Stith briefly summarized his report. There were a total of 21 permits issued by the city in the month of May.

City Engineer Ray Erpenbeck reported that TMS Construction began the scheduled work on Manderlay Drive and Clowers Drive on Monday June 13, 2016. The first scheduled concrete pour is on June 16, 2016.

City Clerk Misty Ezell had no report.

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. City Administrator Alex Mattingly summarized the code enforcement activity for the past month and mentioned that there would be a focus in the upcoming months on requesting residents to remove dead ash trees.

Parks and Recreation Director Denise Donahue was not in attendance but provide the council with a written report.

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

Police Chief Tim Thames Chief Thames summarized the items in his written report to City Council. Chief Thames commended Officers Steve Panko and Michael Metzger for their work on May 25th apprehending a murder suspect wanted in West Virginia. The contact began through a routine traffic stop. On May 5, 2016, St. Henry Elementary graduated fifth grade students from the DARE program. On May 11, 2016 members of the Elsmere and Erlanger Police Depts. were presented with personalized copies of the "Law Enforcement" bible from the Erlanger Police chaplains (this action coincides with National Police Memorial Week) Chief Thames summarized other community engagement action by Elsmere Police officers, including attending recreation events,

coordinating the St. Henry Grade School parade, and attending the regional police memorial ceremony. Also, the department has recently purchased a new piece of equipment to monitor sign and speeding violations.

Public Works Director Chris Zerhusen summarized items in his written report to Council. Mr. Zerhusen reported that the Public Works crew worked to beautify Dixie Highway prior to the annual Memorial Day parade. They restored the grassy area around the basketball court at Rosella Porterfield Park that was repaved by Michels Construction. Concrete work was completed on sidewalks and curbs on Foundation Drive and Garvey Ave. And, Public Works will have a continued focus on concrete repairs throughout the summer.

Councilwoman Barnett Smith made a motion to approve the Administrative Reports. Councilman Bill Bradford 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 had not report.

Economic Development Liaisons Bill Bradford and Alexis Tanner reported that a new restaurant will be opening in the former Steinhaus Restaurant building on Dixie Highway. The new restaurant will be a bar and grill concept called The Hot Spot, and tentatively will open near the end of July.

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 – No report due to action earlier in the meeting.

City Administrator's Report - City Administrator Alex Mattingly reported that the city is updating the Facebook pages as well as the website, and encouraged residents to visit these sites. He reported that the final strategic plan meeting will be held on Tuesday June 21, 2016 at the Elsmere Senior Center at 6:00 pm., and encouraged all interested residents to attend. The strategic plan will be presented to City Council at this meeting for adoption.

Mayor's Report – Mayor Marty Lenhof read the official retirement letter from Sgt. Todd Cummins, who will retire on June 30, 2016 after over 20 years of service. A retirement party will be planned for Sgt. Cummins by the Fraternal Order of Police and the Elsmere Police Department.

GENERAL ITEMS:

Order/Resolution No. 15-2016 – Authorizing a Revocable License Agreement with the Erlanger Lions Club, Inc. Related to Signage.

City Clerk Misty Ezell read in summary the Order/Resolution. Councilwoman Grubbs made a motion to accept Order/Resolution 15-2016 as read. Councilwoman Tanner seconded the motion. All members present voted aye. Vote: 4-0. Motion carried and so ordered.

Ordinance 1720-2016 – Budget Fiscal Year 2016-2017

City Attorney Greg Voss performed a full reading of Ordinance 1720-2016 (First Reading).

A BUDGET ORDINANCE FOR THE CITY OF ELSMERE, KENTUCKY PURSUANT TO KRS 91A.030 (10) FOR THE FISCAL YAR JULY 1, 2016 THROUGH JUNE 30, 2017, BY ESTIMATING REVENUES AND RESOURCES AND APPROPRIATING FUNDS FOR THE OPERATION OF THE CITY GOVERNMENT AND PROVIDING THAT NO MONIES SHALL

BE EXPENDED BY OR ON BEHALF OF THE CITY OF ELSMERE EXCEPT IN ACCORDANCE HEREWITH.

Ordinance 1721-2016 Adopting 2016-2017 Salary Scale

City Attorney Greg Voss performed a full reading of Ordinance 1721-2016 (First Reading).

AN ORDINANCE ADOPTING AND ENACTING THE COMPREHENSIVE PAY PLAN FOR THE NON-ELECTED CITY OFFICERS AND EMPLOYEES OF THE CITY OF ELSMERE, IN ACCORDANCE WITH KRS 83A.070(2).

Ordinance 1722-2016 Rental Unit Inspection and Licensing Program

City Attorney Greg Voss performed a summary reading of Ordinance 1722-2016 (First Reading).

AN ORDINANCE CREATING CHAPTER 121, "RESIDENTIAL RENTAL PROPERTY LICENSE".

REPORTS FROM COUNCIL:

Councilwoman Grubbs had no report

Councilwoman Neal was not in attendance.

Councilwoman Barnett-Smith had no report.


Councilwoman Bowman was not in attendance.

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 7:51 p.m.



Mayor Marty Lenhof

Attest:



Misty Ezell, City Clerk