

MEETING MINUTES OF THE ELSMERE CITY COUNCIL

August 9, 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 Gloria Grubbs, Councilman Bill Bradford, Councilwoman Alexis Tanner, Councilwoman Joanne Barnett Smith, and Councilwoman Nancy Bowman

The following member was absent: Councilwoman Mary Lou Neal.

APPROVAL OF MINUTES:

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

Councilwoman Tanner made a motion to approve the minutes of the August 2, 2016 Caucus Meeting. Councilwoman Grubbs seconded the motion. All members present voted aye. **Motion carried and so ordered.**

GENERAL ITEMS:

Presentation by Dr. Kathy Burkhardt, Superintendent for the Erlanger Elsmere School System, concerning the STEP Forward Program.

ADMINISTRATIVE REPORTS:

City Engineer Ray Erpenbeck briefly summarized his report. He reported that the Manderlay Drive and Clowers Drive road project would be completed by the end of August. Also, on August 23, the city will be opening bids for the 2016 Storm Water & Underdrain project.

City Clerk Misty Ezell reported that the new dog and cat license are now available for purchase at the city building.

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, but also submitted a written report.

Parks and Recreation Director Denise Donahue reported that the swim night at the Florence Aquatic Center was held on August 4. There were 49 people in attendance. Also, the next movie night will be held on August 19th at Rosella Porterfield Park.

City Attorney Greg Voss reported that he has been working with City Administrator Alex Mattingly on property that was donated to the city on Shaw Avenue. He also has been working on several foreclosure cases.

Police Chief Tim Thames Chief Thames summarized the items in his written report to City Council. He reported that the retirement part for Sgt. Todd Cummins will be held on September 3, 2016 at the Elsmere Senior Center. Chief Thames reported that interviews for the lateral police officer have been completed and they are working on background investigations. He projected that the sergeant promotional process will be initiated in September. Chief Thames also stated that members of the department attended the Police, Fire, and Public Works Night event hosted by the city. He reminded residents that school would be back in session next week and to be aware of the children as they are walking to and from school. The police department is still looking for a crossing guard for the

Dixie Highway/Garvey Avenue location. The department has received several thank you messages from residents about officers going above and beyond the call of duty.

Public Works Director Chris Zerhusen summarized items in his written report to Council. Mr. Zerhusen reported that A&A Lawncare took over some of the mowing of city parks and buildings on July 15, 2016. The old planter bed at the City Building was removed by Public works personnel and a new wall will be installed by Cru Cutters Lawn Care and Landscaping. He also reported that concrete work was completed on Plateau between Garvey and Central Row, and about 500 feet of one lane pavement has been completed by Public Works on Mitten Drive.

Councilwoman Tanner made a motion to approve the Administrative Reports. Councilwoman Grubbs 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 the City's adopted troop unit has been deployed to Afghanistan. The city will be taking donations to send them gift boxes. The donation boxes are located in the lobbies of the police station and city building.

Economic Development Liaisons Bill Bradford and Alexis Tanner reported that the Hot Spot, the new restaurant opening in the former Steinhaus Restaurant location, will do a soft opening in Mid-August.

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.

City Administrator's Report - City Administrator Alex Mattingly reported on the Police/Fire/Public Works Night that was held in July, he stated the attendance was down from the last year, but it was still a good event. He also commented that the Strategic Plan Task Force committees are being formed and the meetings will take place over the next two months. He commented that the legislature passed HB 422, which focuses on code enforcement and will give city's more priority on liens that are placed on properties. He stated that there has been some confusion concerning Ryle Road and who maintains it. He stated that it is a private road in which the city has not adopted for maintenance. However, the road is in need of repair, and that he plans to meet with the owners who live there to discuss the issue.

Mayor's Report – Mayor Marty Lenhof reported that the Kenton County Mayor's Group will meet on August 20, 2016 at the Elsmere Senior Center at 9:00 a.m. He congratulated City Clerk Misty Ezell received her Certified Kentucky Municipal Clerk certification on July 22, 2016. He also commended City Administrator Alex Mattingly for being selected to the 2017 class of Leadership Northern Kentucky.

GENERAL ITEMS:

Order/Resolution No. 18-2016 – Adopting the Job Description for the Position of Part-Time Patrol Officer. City Clerk Misty Ezell read in summary the Order/Resolution. Councilwoman Bowman made a motion to accept Order/Resolution 18-2016 as read. Councilwoman Barnett-Smith seconded the motion. All members present voted aye. Vote: 5-0. Motion carried and so ordered.

Order/Resolution No. 19-2016 – Transferring a Bullet Proof Vest to the City of Villa Hills, KY. City Clerk Misty Ezell read in summary the Order/Resolution. Councilwoman Grubbs made a motion to accept Order/Resolution 19-2016 as read. Councilwoman Tanner seconded the motion. All members present voted aye. Vote: 5-0. Motion carried and so ordered.

Ordinance 1724-2016 Adopting an Amended Salary Scale for Fiscal Year 2016-2017.

City Attorney Greg Voss performed a full reading of Ordinance 1724-2016 (First Reading).

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

REPORTS FROM COUNCIL:

Councilwoman Grubbs had no report.

Councilwoman Neal was not in attendance.

Councilwoman Barnett-Smith reported again that the city is taking donations to send to our troops.

Councilwoman Bowman expressed her gratitude for all the well wishes that she had received related to her recent health issue.

Councilwoman Tanner had no report.

Councilman Bradford had no report.

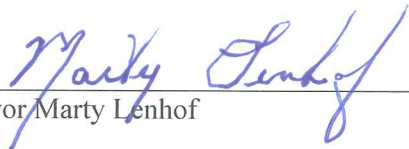
Executive Session

Councilwoman Grubbs made a motion to enter into executive/closed session pursuant to KRS 61.810(1) (b) and (c) to discuss acquisition of real property and proposed/pending litigation. Councilwoman Tanner seconded the motion. All members present voted aye. **Motion passed and so ordered.** Council entered into executive/closed session at 7:20 p.m.

Councilman Bradford motioned to exit executive session and reconvene regular session and indicated no action was taken. Councilwoman Grubbs seconded the motion. All members present voted aye. **Motion passed and so ordered.** Council exited executive/closed session at 7:39pm. No action taken.

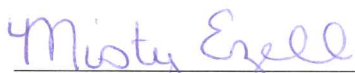
ADJOURNMENT

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



Mayor Marty Lenhof

Attest:



Misty Ezell, City Clerk