

MEETING MINUTES OF THE ELSMERE CITY COUNCIL

January 10, 2017

6:30 PM

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

CALL TO ORDER: Mayor Lenhof called the meeting to order at 6:37 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, Councilwoman Nancy Bowman, and Councilman Aaron Moore.

APPROVAL OF MINUTES:

Councilwoman Tanner made a motion to approve the minutes of the December 13, 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 January 3, 2017 Caucus Meeting. Councilman Bradford seconded the motion. All members present voted aye. **Motion carried and so ordered.**

GENERAL ITEMS:

Audit Presentation

John Chamberlin from Van Gorder Walker & Co. presented the 2015-2016 Audit Report to Council.

Chief Thames introduced Officer Jessie Wenning to Council.

ADMINISTRATIVE REPORTS:

City Engineer Ray Erpenbeck was present and submitted a written report.

City Clerk Misty Ezell reported that she has been receiving applications for the Residential Rental Property Licenses. There has been a good response so far.

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 annual Christmas Part was held on Sunday December 11, 2016. There was a good turn out the city gave out over 100 gifts. The next scheduled event is the skating party at Jimmies Roller Dome to be held on January 15, 2017. Also, she gave a brief update from the Greenspace Committee. She will also be helping with the Student Government meeting in February.

City Attorney Greg Voss reported that there are no big updates at this time.

Police Chief Tim Thames Chief Thames summarized the items in his written report to City Council. He reported that the background check had been completed on a second new officer. Officer Michael Metzger was officially promoted to sergeant on December 17, 2016. The department received an audit form the Kentucky League of Cities. The department received a 100% rating (one of only 15 departments in the State of Kentucky). The department will receive the maximum of 12% discount on their liability insurance. On December 19, 2016 Officer visited the Northern Kentucky Head start and provided the students with gift bags. And December 21st the annual Cops and Kids program was held. There were 24 children from the Elsmere/Erlanger community that were provided a Christmas experience.

Public Works Director Chris Zerhusen submitted a written report. He reported that the aluminum railing was installed on all four sides of the railroad bridge. He has received positive feedback from the residents. He submitted the annual report to the Kentucky Division of Waste Management for the litter abatement grant. The department switched the banners from the holiday banners to the city seal banners. The department received the new back hoe.

Finance Officer/Treasurer Jessica Lucius submitted a written report to Council. Ms. Lucius reported that 95% of property tax have been collected.

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 unit will be coming home in February. They are also planning a bowling fundraiser event.

Economic Development Liaisons Bill Bradford and Alexis Tanner reported that the Emerald Trace ribbon cutting ceremony will be held on January 19, 2017.

Code Enforcement Liaison Aaron Moore had no report.

Parks and Recreation Liaison Joanne Barnett-Smith reminded everyone about the skating party on January 15, 2017.

Streets Liaisons Alexis Tanner and Gloria Grubbs had no report.

Student Government Meeting Liaison Joanne Barnett Smith reported that the meeting will be held on Tuesday February 14, 2017. The meeting will be at the Elsmere Senior Center. The area schools have been notified.

City Administrator's Report - City Administrator Alex Mattingly complimented Finance Officer/Treasurer Jessica Lucius for maximizing the city's reserves. He also reminded everyone that the ribbon cutting ceremony for Emerald Trace would be on January 19, 2017. This is a new business for the city and will bring 100 new jobs. Also, this was the last council meeting for Alex, he wanted thank everyone and said it was a great place to work.

Mayor's Report – Mayor Marty Lenhof thanked city Administrator Alex Mattingly for his work for the city. He also congratulated the council for their victories in the election. He has started the process for hiring a replacement for Alex. He received over thirty-five resumes and is hoping to have more information by the February caucus.

GENERAL ITEMS:

- Executive Order No. 1-2017 – Appointing PDS Representative**
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- Executive Order 2-2017 – Appointing MGLNK Representative**
- Executive Order 3-2017 – Appointing OKI Representative**
- Executive Order 4-2017 – Appointing Senior Center Representative**
- Executive Order 5-2017 – Appointing Parking Appeals Board**
- Executive Order 6-2017 – Appointing Scholarship Committee**
- Executive Order 7-2017 – Appointing TBNK Representative**
- Executive Order 8-207 – Appointing Ronald Lee Perkins as Patrol Officer**

Order/Resolution No. 1-2014 – Re-Appointing Darryl Cammack to the Board of Adjustment. City Clerk Misty Ezell read in summary the Order/Resolution. Councilwoman Grubbs made a motion to accept

Order/Resolution 1-2017 as read. Councilwoman Tanner seconded the motion. All members present voted aye. Vote: 6-0. Motion carried and so ordered.

Order/Resolution 2-2017 – Purchasing Public Works Backhoe. City Clerk Misty Ezell read in summary the Order/Resolution. Councilwoman Bowman made a motion to accept Order/Resolution 2-2017 as read. Councilwoman Grubbs seconded the motion. All members present voted aye. Vote: 6-0. Motion carried and so ordered.

Ordinance 1732-2017 Road Closure (Unnamed Alley on school District Property.
City Attorney Greg Voss read in summary Ordinance 1732-2016 (Second Reading)

AN ORDINANCE CLOSING A PORTION OF AN UNNAMED, UNIMPROVED ALLEY TO THE EAST OF CENTRAL ROW AND SOUTH OF BUCKNER STREET THAT IS WITHIN PROPERTY OWNED BY THE ERLANGER ELSMERE INDEPENDENT SCHOOL DISTRICT.

Councilwoman Tanner made a motion to accept Ordinance 1732-2016 as read. Councilwoman Barnett-Smith seconded the motion. Mayor Lenhof requested a roll call vote. Roll Call: Councilwoman Bowman – aye; Councilwoman Barnett Smith – aye; Councilwoman Tanner– aye; Councilwoman Grubbs – aye; Councilman Bradford– aye; Councilman Moore – aye. Motion carried and so ordered.

Ordinance 1733-2017 Road Closure (Unnamed Alley on school District Property.
City Attorney Greg Voss read in summary Ordinance 1733-2017 (First Reading)

AN ORDINANCE AMENDING CHAPTER 94 OF THE ELSMERE CODE OF ORDINANCES, ENTITLED “NUISANCES,” TO UPDATE SECTIONS APPLICABLE TO PUBLIC NUISANCES, DANGEROUS BUILDINGS, AND OTHER ITEMS.

REPORTS FROM COUNCIL:

Councilwoman Grubbs wanted to thank Alex Mattingly for what he did for the citizens of Elsmere.

Councilwoman Barnett-Smith also thanked Alex Mattingly.

Councilwoman Bowman wanted to also thank Alex Mattingly.

Councilwoman Tanner had no report.

Councilman Bradford had no report, but also thanked Alex Mattingly.

Councilman Moore had no report.

ADJOURNMENT

Councilwoman Grubbs made a motion to adjourn. Councilwoman Tanner seconded the motion. All members present voted aye. **Motion carried and so ordered.** Meeting adjourned at 8:03 p.m.



Mayor Marty Lenhof

Attest:



Misty Ezell, City Clerk