

## MEETING MINUTES OF THE ELSMERE CITY COUNCIL

April 11, 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 6:36 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 Nancy Bowman, and Councilman Aaron Moore. Councilwoman Alexis Tanner and Councilwoman Joanne Barnett Smith were absent.

### **APPROVAL OF MINUTES:**

Councilwoman Bowman made a motion to approve the minutes of the March 14, 2017, Council Meeting. Councilman Bradford seconded the motion. All members present voted aye. **Motion carried and so ordered.**

Councilwoman Grubbs made a motion to approve the minutes of the April 4, 2017 Caucus Meeting. Councilman Bradford seconded the motion. All members present voted aye. **Motion carried and so ordered.**

### **GENERAL ITEMS:**

Mayor Lenhof presented a proclamation to the winners of the 2016/2017 Community Hero Award.

### **ADMINISTRATIVE REPORTS:**

**City Engineer Ray Erpenbeck** was not in attendance and submitted a written 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, and had no report.

**City Attorney Greg Voss** reported that he had been working with the Mayor and City Administrator on various items.

**Public Works Director Chris Zerhusen** submitted a written report. He reported that the crews are picking up trash on a weekly basis at the parks. Street sweeping had been completed citywide, beginning in late April or early May signs will be placed for no parking prior to sweeping. Spring maintenance in the parks has started. The greenspace project across from the city building is still in progress.

**Police Chief Tim Thames** Chief Thames summarized the items in his written report to City Council. He reported on March 17<sup>th</sup> the officers attended the 5Star Celebration at the NKY Head Start. On March 24<sup>th</sup> the officer attended "Bags for Badges" hosted by Howell Elementary. The Residential Task Force in conjunction with the Strategic Plan has developed a Citizen Survey to seek information from the citizens. Those surveys can be found on the city website, in the city building, at the police department, in local churches and the public library. The deadline to return the survey is May 15<sup>th</sup>. On April 28<sup>th</sup> he will be attending the "Community Fun Run/Walk at Howell Elementary. On March 29<sup>th</sup> & 30<sup>th</sup> the police department conducted the first firearms qualification of the year. Also Officers Brian Machal, Jesse Wenning, and John Overbey will be assigned to Bicycle Patrol. Chief Thames also wanted to remind everyone that as the weather is turning warmer there will be more people out so please watch your speed.

**Parks and Recreation Director Denise Donahue** reported that the annual Easter Egg Hunt was held on April 8<sup>th</sup>. There was approximately 200 people in attendance. The next scheduled event is a movie on May 19<sup>th</sup> at Woodside Park.

**City Clerk Misty Ezell** reported that the Elsmere Business Appreciation Luncheon will be held on May 4<sup>th</sup> at the Hot Spot.

**Finance Officer/Treasurer Jessica Lucius** submitted a written report. And reported that she had been working on the budget.

Councilwoman Grubbs made a motion to approve the Administrative Reports. Councilman Moore 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** was not in attendance.

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

**Code Enforcement Liaison Aaron Moore** had no report.

**Parks and Recreation Liaison Joanne Barnett-Smith** was not in attendance.

**Streets Liaisons Alexis Tanner and Gloria Grubbs** had no report.

**City Administrator's Report** - City Administrator Matt Dowling attended the TRIAD Smart panel breakfast on March 31<sup>st</sup>. He met with third shift officers. He reported that he is working on the budget.

**Mayor's Report** – Mayor Marty Lenhof attended the Planning Development Services (PDS) meeting on sign ordinances, stating that due to a Supreme Court decision our ordinance may need to change slightly. He attended the April 8<sup>th</sup> Easter egg hunt, and thanked Parks Director Denise Donahue for her hard work organizing the event. He mentioned several upcoming events including April 28<sup>th</sup> Howell Family Fun Run, April 27 Career Day, and the April 29<sup>th</sup> Elsmere Clean-up event. He thanked Matt, Chief Thames, Chris Zerhusen, and Jessica Lucius for their hard work on the budget.

**GENERAL ITEMS:**

**Order/Resolution No. 8-2017 – Transferring Bullet Proof Vest to the City of Independence, Kentucky.** City Clerk Misty Ezell read in summary the Order/Resolution. Councilwoman Grubbs made a motion to accept Order/Resolution 8-2017 as read. Councilwoman Bowman seconded the motion. All members present voted aye. Vote: 4-0. Motion carried and so ordered.

**Order/Resolution 9-2017 – Accepting Re-Appointment of NKREA Committee Members.** City Clerk Misty Ezell read in summary the Order/Resolution. Councilman Bradford made a motion to accept Order/Resolution 9-2017 as read. Councilman Moore seconded the motion. All members present voted aye. Vote: 4-0. Motion carried and so ordered.

**Ordinance 1734-2017 Amending License Fee Schedule for Alcoholic Beverage Control**  
City Attorney Greg Voss read in summary Ordinance 1734-2017 (Second Reading)

**AN ORDINANCE AMENDING SECTION 111.20, ET SEQ. OF THE ELSMERE  
CODE OF ORDINANCES AS IT RELATES TO LICENSE FEES FOR  
TRAFFICKING IN ALCOHOLIC BEVERAGES.**

Councilwoman Bowman made a motion to accept Ordinance 1734-2017 as read. Councilwoman Grubbs seconded the motion. Mayor Lenhof requested a roll call vote. Roll Call: Councilwoman Bowman – aye; Councilwoman Grubbs – aye; Councilman Bradford– aye; Councilman Moore – aye. Motion carried and so ordered.

**Ordinance 1735-2017 Creating Chapter 35A of Elsmere, Kentucky Code of Ordinances Establishing a Code Enforcement Board by Joining the Kenton County Joint Code Enforcement Board.**

City Attorney Greg Voss read in summary Ordinance 1735-2017 (First Reading)

**AN ORDINANCE OF THE CITY OF ELSMERE, KENTUCKY CREATING CHAPTER 35A OF THE ELSMERE, KENTUCKY CODE OF ORDINANCES ESTABLISHING A CODE ENFORCEMENT BOARD BY JOINING THE KENTON COUNTY JOINT CODE ENFORCEMENT BOARD AND REPEALING ORDINANCES 1638-2012 AND 1541-2005 CODIFIED AS SECTIONS 35.45 THROUGH 35.55 OF THE CITY OF ELSMERE, KENTUCKY CODE OF ORDINANCES.**

**Ordinance 1736-2017 Creating Chapter 94A Prohibiting Public Nuisances**

City Attorney Greg Voss read in summary Ordinance 1736-2017 (First Reading)

**AN ORDINANCE OF THE CITY OF ELSMERE, KENTUCKY, IN KENTON COUNTY, KENTUCKY CREATING CHAPTER 94A PROHIBITING PUBLIC NUISANCES AS DEFINED THEREIN; AND PROVIDING FOR THE ABATEMENT THEREOF; AND ESTABLISHING STANDARDS AND PROCEDURES FOR THE ENFORCEMENT THEREOF, ALONG WITH PROVISIONS FOR THE ESTABLISHMENT OF A HEARING BOARD AND HEARING OFFICERS, AND PENALTIES FOR THE VIOLATION THEREOF AND REPEALING CHAPTER 94 AND ORDINANCE 1625-2011 CODIFIED AS SECTION 94.01 TO 94.99 OF THE ELSMERE CODE OF ORDINANCES IS HEREBY REPEALED IN ITS ENTIRETY.**

**REPORTS FROM COUNCIL:**

**Councilwoman Grubbs** had no report.

**Councilwoman Barnett-Smith** was not in attendance.

**Councilwoman Bowman** had no report.

**Councilwoman Tanner** was not in attendance.

**Councilman Bradford** had no report.

**Councilman Moore** 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. Councilman Moore seconded the motion. All members present voted aye. **Motion passed and so ordered.** Council entered into executive/closed session at 7:27 p.m.

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Councilwoman Grubbs motioned to exit executive session and reconvene regular session and indicated no action was taken. Councilman Moore seconded the motion. All members present voted aye. **Motion passed and so ordered.** Council exited executive/closed session at 7:47pm. No action taken.

**ADJOURNMENT**

Councilwoman Grubbs made a motion to adjourn. Councilwoman Bowman seconded the motion. All members present voted aye. **Motion carried and so ordered.** Meeting adjourned at 7:48 p.m.

  
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Mayor Marty Lenhof

Attest:

  
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Misty Ezell, City Clerk