

MEETING MINUTES OF THE ELSMERE CITY COUNCIL

June 13, 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 6:32 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 Nancy Bowman, Councilman Aaron Moore, Councilwoman Alexis Tanner, and Councilwoman Joanne Barnett Smith.

APPROVAL OF MINUTES:

Councilwoman Bowman made a motion to approve the minutes of the May 9, 2017, Council Meeting. Councilman Moore 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 6, 2017 Caucus Meeting. Councilwoman Barnett Smith seconded the motion. All members present voted aye. **Motion carried and so ordered.**

GENERAL ITEMS:

2017 Elsmere Community Scholarship Winners – Elijah Truett and Isabel Harrison

Mayor Lenhof gave a summary about each scholarship recipient and their accomplishments, and Mr. Truett and Ms. Harrison were formally given their awards.

Councilwoman Tanner made a motion to take a break in the meeting at 6:46 pm and Councilwoman Grubbs seconded the motion. All members present voted aye. **Motion carried and so ordered.**

Councilwoman Grubbs made a motion to reconvene the meeting at 7:04 pm and Councilwoman Tanner seconded the motion. All members present voted aye. **Motion carried and so ordered.**

ADMINISTRATIVE REPORTS:

City Engineer Ray Erpenbeck submitted a written report. He reported that a bid opening for the Harvest Way Reconstruction Project would be held on Friday June 16th at 10:30. There were no questions for Mr. Erpenbeck.

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, he had no report for this meeting.

City Attorney Greg Voss was not in attendance. Attorney David Steele attended the meeting in his absence.

Public Works Director Chris Zerhusen summarized his written report. There were no questions for Mr. Zerhusen.

Police Chief Tim Thames Chief Thames summarized the items in his written report to City Council. He reported that the department is in the process of entering into a contract to hire a new officer. Sgt. Chad Carpenter retired on June 1st. This created a vacant Sergeant Position, the process to fill this position has already began. There were no questions for Chief Thames.

Parks and Recreation Director Denise Donahue was not in attendance but submitted a written report to council. The city will host its annual Fire Police, & Public Works night on Thursday, June 15th at 6:00 at the Elsmere Baptist Church. The next scheduled movie night will be Friday, June 23rd at Rosella Porterfield Park. We will be showing the movie "Trolls".

City Clerk Misty Ezell reported that during the month of May she was receiving the Residential Rental License applications and processing them.

Councilwoman Tanner made a motion to approve the Administrative Reports. Councilman 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 reported that the 5K run was a success.

Economic Development Liaisons Bill Bradford and Alexis Tanner Councilwoman Alexis Tanner stated that during the caucus in June the council had discussed the possibility of purchasing a property located on Dixie Highway. Councilwoman Tanner made a motion to allow the Mayor and City Administrator to pursue and enter into a contract for the purchase of 4213 Dixie Highway up to the amount of \$40,000. Councilman Bill Bradford seconded the motion. Mayor Lenhof requested a roll call vote. Roll Call: Councilwoman Barnett Smith – aye; Councilwoman Bowman – No; Councilman Bradford– aye; Councilwoman Grubbs – abstained, Councilman Moore – No, Councilwoman Tanner - aye. Vote was 3-2-1 Motion carried and so ordered.

Code Enforcement Liaison Aaron Moore had no report.

Parks and Recreation Liaison Joanne Barnett-Smith had no report.

Streets Liaisons Alexis Tanner and Gloria Grubbs had no report.

Strategic Plan City Administrator Matt Dowling reported briefly on how the Strategic Plan groups are proceeding.

The Residential Committee hosted a clean-up day on May 20th. They had approximately 40 volunteers.

The Greenspace Committee in continuing with the park project across the street. Lighting has been installed. Soil and grass will be in place soon.

The Commercial Committee is looking to purchase property on Dixie Highway.

City Administrator's Report - City Administrator Dowling met with Scott Sednick with St. Elizabeth Healthcare, they would like to partner in some of our events. He met with representatives of Duke Energy who hopes to go electronic for meter readings. He also met with Pat Wingo from Triad about Economic Development. He has also been working on the budget.

Mayor's Report – Reported that Bobbie Bryant with Kentucky League of Cities (KLC) had stopped into the city building and was impressed with the progress the city has made with the Strategic Plan. She gave him some tips to help the task forces to focus on goals.

GENERAL ITEMS:

Municipal Order No. 2-2017 – Surplus Property. City Clerk Misty Ezell read in summary the Municipal Order. Councilwoman Grubbs made a motion to accept Municipal Order 3-2017 as read. Councilwoman Barnett-Smith seconded the motion. All members present voted aye. Vote: 6-0. Motion carried and so ordered.

Ordinance 1737-2017 Approving 2017-2018 Budget

Attorney David Steel read in Full Ordinance 1737-2017 (First Reading)

**A BUDGET ORDINANCE FOR THE CITY OF ELSMERE, KENTUCKY
PURSUANT TO KRS 91A.030 (10) FOR THE FISCAL YEAR JULY 1, 2017
THROUGH JUNE 30, 2018, 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.

Councilwoman Alexis Tanner made a motion to amend the proposed budget to reflect the salary's proposed in the alternate 7.3% budget.

Councilwoman Tanner explained that the only changed would be to the salaries proposed and the insurance offered to employees would not change. The difference in the amounts would be \$4,056.80.

There was not a second to the motion.

Ordinance 1738-2017 Approving 2017-2018 Salary Scale

Attorney David Steel read in Full Ordinance 1738-2017 (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 1735-2017 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 Sections 35.45 and 35.55

Attorney David Steel read in summary Ordinance 1735-2017 (Second 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.

Councilwoman Tanner made a motion to accept Ordinance 1735-2017 as read. Councilman Moore seconded the motion. Mayor Lenhof requested a roll call vote. Roll Call: Councilwoman Barnett Smith – aye; Councilwoman Bowman – aye; Councilwoman Grubbs – aye; Councilman Bradford– aye; Councilman Moore – aye; Councilwoman Tanner – aye. Motion carried and so ordered.

REPORTS FROM COUNCIL:

Councilwoman Grubbs had no report.

Councilwoman Barnett-Smith Requested that the police speed trailer be place along Eastern Avenue.

Councilwoman Bowman had no report.

Councilwoman Tanner had no report.

Councilman Bradford had no report.

Councilman Moore 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 7:44 p.m.



Mayor Marty Lenhof

Attest:



Misty Ezell, City Clerk