

MEETING MINUTES OF THE ELSMERE CITY COUNCIL
January 9, 2018
6:30 PM

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

CALL TO ORDER: Mayor Marty Lenhof called the meeting to order at 6:35 p.m.

INVOCATION AND PLEDGE: The invocation was given by Councilman Bradford, followed by the Pledge of Allegiance.

ROLL CALL: The following members were present: Mayor Marty Lenhof, Councilman Aaron Moore, Councilwoman Gloria Grubbs, Councilwoman Alexis Tanner, Councilwoman Nancy Bowman, Councilman Bill Bradford and Councilwoman Joanne Barnett Smith.

APPROVAL OF MINUTES:

Councilwoman Tanner made a motion to approve the minutes of the December 12, 2017, 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 2, 2018 Caucus Meeting. Councilman Moore seconded the motion. Councilwoman Grubbs, Councilwoman Barnett-Smith, Councilwoman Bowman, Councilman Bradford and Councilman Moore all voted aye. Councilwoman Tanner was present but not voting. **Motion carried and so ordered.**

GENERAL ITEMS:

Audit Presentation

John Chamberlin from Van Gorder Walker & Co. presented the 2016-2017 Audit Report to Council.

ADMINISTRATIVE REPORTS:

City Engineer Ray Erpenbeck submitted a written report. Mr. Erpenbeck reported that on January 8, 2018, ten bids were submitted for the Eastern Avenue and Park Avenue Storm Sewer Extension project. A resolution will be presented later in the meeting to award the project. Also bids will be received and read on January 19, 2018 for the Caldwell Drive and Maple Avenue Reconstruction project.

Code Enforcement Officer & Zoning Administrator Rich Aliff was not in attendance but submitted a written report to Council. Chris Preston with Planning Development Services of Kenton County was not in attendance, he submitted a written report for this meeting. There were no questions for this department.

City Attorney Greg Voss reported that he is still working on the Grants Park litigation. He stated that the property on Dell Avenue will be sold in February. Also, the property on Florence Court should be demolished soon.

Public Works Director Chris Zerhusen submitted a written report. He stated that the department handled several small snow events in December. The department in conjunction with the City of Erlanger have a planned OSHA training and testing in March.

Police Chief Tim Thames Chief Thames summarized the items in his written report to City Council. Chief Thames reported that on December 14th himself, City Administrator Dowling and Fire Chief LaFontaine attended a meeting with representative from Kenton County to discuss the process involved in transitioning to Kenton County for dispatch services. A second meeting was scheduled for January 4th to evaluate the equipment and develop a strategy to transition on July 1st.

During the month of December the police department received a court ordered forfeiture of \$973.00. The forfeiture stemmed from a drug trafficking case investigated by Officer Wenning.

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The department also attended several holiday events during the month.

Parks and Recreation Director Denise Donahue reported that Greenspace Committee will be meeting in the month of January. Also, there will be free skating at Jimmie's Roller dome on January 14th from 5:00-7:00 pm.

City Clerk Misty Ezell reported that the past two months have been busy with the collection of property taxes.

Finance Officer/Treasurer Jessica Lucius submitted a written report. There were no questions for Jessica.

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 had no report.

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

Code Enforcement Liaison Aaron Moore reported that properties that have been issued violations through PDS are starting to go through the appeals board process. Also, 2018 will be the first full year for the Residential Rental program/

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 that most of the groups took the month of December off and will pick back up this month.

Student Government Month Joanne Barnett-Smith reported that she has already started the process for the meeting in February. All items should be handled by the February caucus.

Mayor's Report – Mayor Lenhof reported that the city had its annual KEMI audit held at the city building, public works building and police department. All items have been addressed except the carpet in the council chambers. The city was given until January 14th to respond to the audits findings.

This past Saturday, January 6th, was a Mayor's group meeting. State Representatives were on hand to discuss pension issues.

Mayor Lenhof also congratulated all of the Lights up Elsmere winners.

City Administrator's Report - City Administrator Dowling reported that on January 4th he attended a meeting at PDS for a requested text amendment to allow a nursery school in a neighborhood commercial zone. The county approved the request. The next step for the nursery school is to go before the board of adjustment.

Mr. Dowling gave each council member a flyer from SD1 that will be going out with the bills.

Mr. Dowling thanked Finance Officer/Treasurer Jessica Lucius and City Clerk Misty Ezell for their work with the audit. He also thanked the Public Works Department for their work doing the recent snow events.

Mr. Dowling also mentioned that the Kentucky Housing Corporation is offering incentives for first time home buyers in Kenton County. The incentives will help with down payments and closing costs.

GENERAL ITEMS:

Executive Order 1-2018 – Appointing PDS Representatives

Municipal Order 1-2018 – Authorizing City Administrator/Mayor to Execute Documents to Acquire Real Property. City Clerk Misty Ezell read in summary the Municipal Order. Councilwoman Tanner made a motion to accept Municipal Order 1-2018 as read. Councilwoman Grubbs seconded the motion. All members present voted aye. Vote: 6-0. Motion carried and so ordered.

Resolution 1-2018 – Accepting the Bid of Rector Excavation Inc. for 2018 Eastern Avenue and Park Avenue Storm Sewer Extension. City Clerk Misty Ezell read in summary the Resolution. Councilwoman Tanner made a motion to accept Resolution 1-2018 as read. Councilwoman Barnett-Smith seconded the motion. All members present voted aye. Vote: 6-0. Motion carried and so ordered

Ordinance 1744-2017 Amending Section 14 “SIGN REGULATIONS” Of the Official Zoning Ordinances.
City Attorney Greg Voss read in Summary Ordinance 1744-2017 (Second Reading)

A ZONING ORDINANCE OF THE CITY OF ELSMERE, KENTUCKY AMENDING SECTION 14 “SIGN REGULATIONS” OF THE OFFICIAL ZONING ORDINANCES OF ELSMERE, KENTUCKY

Councilwoman Tanner made a motion to accept Ordinance 1744-2017 as read. Councilwoman Barnett-Smith seconded the motion. Mayor Lenhof requested a roll call vote. Roll Call: Councilwoman Tanner– aye; Councilman Moore – aye; Councilwoman Grubbs; Councilwoman Barnett-Smith – aye; Councilman Bradford; and Councilwoman Bowman. Motion carried and so ordered.

Ordinance 1745-2018 Amending Parking Schedules and Regulations.
City Attorney Greg Voss read in Summary Ordinance 1745-2018 (first Reading)

Ordinance 1746-2018 Adopting S-23 Code of Ordinances Supplement.
City Attorney Greg Voss read in Summary Ordinance 1746-2018 (first Reading)

Ordinance 1747-2018 Amending Waste Collection Ordinance.
City Attorney Greg Voss read in Summary Ordinance 1747-2018 (first Reading)

Ordinance 1748-2018 Ordering Closure at Intersection of Central Row, Floral Avenue, and Main Street.
City Attorney Greg Voss read in Summary Ordinance 1748-2018 (first Reading)

REPORTS FROM COUNCIL:

Councilman Moore had no report.

Councilwoman Tanner had no report.

Councilwoman Barnett-Smith Wanted to thank everyone who participated in the Lights up Elsmere. The winners were notified and have received their checks.

Councilwoman Grubbs had no report.

Councilman Bradford had no report

Councilwoman Bowman had no report.

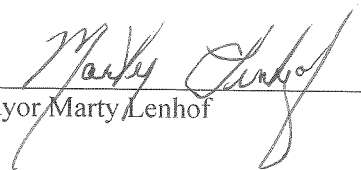
Executive Session

Councilwoman Grubbs made a motion to enter into executive/closed session pursuant to KRS 61.810(1) (f) to discuss Personnel Matters. Councilwoman Tanner seconded the motion. All members present voted aye. **Motion passed and so ordered.** Council entered into executive/closed session at 7:27 p.m.

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 7:45pm. No action taken.

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 7:46 p.m.



Mayor Marty Lenhof

Attest:



Misty Ezell, City Clerk