

## MEETING MINUTES OF THE ELSMERE CITY COUNCIL

June 12, 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 6:30 p.m.

**INVOCATION AND PLEDGE:** The invocation was given by Councilwoman Grubbs, followed by the Pledge of Allegiance.

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

Councilman Bill Bradford arrived late.

### **APPROVAL OF MINUTES:**

Councilwoman Tanner made a motion to approve the minutes of the May 8, 2018, Council Meeting. Councilman Moore seconded the motion. All members voted aye. **Motion carried and so ordered.**

### **GENERAL ITEMS:**

#### **2018 Elsmere Community Scholarship Winners – Carson Worley & Lauren Bernstein**

Mayor Lenhof gave a summary about scholarship recipient Ms. Bernstein and her accomplishments. Scholarship winner Carson Worley was not in attendance. Ms. Bernstein was formally given her award.

Mayor Lenhof presented retiring Police Chief Tim Thames a Mayoral Proclamation and gift for his upcoming retirement.

Councilwoman Tanner made a motion to take a break in the meeting at 6:51 pm and Councilwoman Grubbs seconded the motion. All members present voted aye. **Motion carried and so ordered.**

Councilwoman Tanner made a motion to reconvene the meeting at 7:05 pm and Councilman Moore 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 the Eastern Avenue Storm Sewer project has been completed. The Caldwell Drive and Maple Avenue Reconstruction project will begin in late July.

**Code Enforcement Officer & Zoning Administrator Rich Aliff** were not in attendance but submitted written reports to Council. There were no questions for this department.

**City Attorney Greg Voss** Had no report.

**Public Works Director Chris Zerhusen** submitted a written report. He reported that Ammon Jones Landscaping had replaced several shrubs, annuals and trees that did not survive in the greenspace area. He also reported that several blacktop patches were completed on Main, Bedinger, and on Garvey Avenue the road was widened a couple of feet where vehicles continually go into the gravel creating large holes. Banners were changed to the American Flag Banners. The sidewalk replacement project at the Senior Center. There were no questions for this department.

**Police Chief Tim Thames** submitted a written report. He summarized the items in his written report to City Council. Chief Thames reported final pricing for the digital radios have been received. The department has narrowed the purchase option to Harris and Motorola. The officers are currently receiving training on Mobile CAD. The switch to Kenton County dispatch will happen on June 27<sup>th</sup>. On May 22<sup>nd</sup> they were notified that the Accreditation had been approved by the Executive Board of the Kentucky Association of Chiefs of Police. The

certificate will be received on August 1<sup>st</sup> at the Chiefs Banquet. The department has applied for the Department of Justice grant for the purchase of bullet proof vests.

**Parks and Recreation Director Denise Donahue** was not in attendance. The first movie night was held on June 8<sup>th</sup>. The next scheduled event will be the Police/Fire/Public Works Night on June 20<sup>th</sup> at St. Henry Church.

**City Clerk Misty Ezell** reported that residential rental license applications and payments were due at the end of May. The city had a good response to the applications. Also Newsletters were mailed out the first week of June.

Councilman Moore 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 group had their annual 5k run on May 19<sup>th</sup>.

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

**Code Enforcement Liaison Aaron Moore** reported there had several citations for high grass during the month.

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

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

**Mayor's Report** – Mayor Lenhof reported the Howell Elementary parade was held on May 30<sup>th</sup>. It was rainy but the students still had a good time. He thanked the Fire Department for opening their bays to allow the students to come in out of the rain. He reported that the police chief interviews will begin on Friday, June 15<sup>th</sup> and will run Friday through Wednesday. He also reported that on Thursday, June 9<sup>th</sup> Housing Opportunities of Northern Kentucky (H.O.N.K.) will be hosting a Ribbon Cutting ceremony for their new project at 219 Dell Avenue. The ceremony will begin at 11:00 am.

**City Administrator's Report** - City Administrator Dowling reported that the Map Amendment for Wright Contracting was approved by the Planning Commission. He also reported that Planning Development Services (PDS) will be having a Land Use Open House. On May 31<sup>st</sup> he went to a meeting at Sanitation District 1 to discuss sewer projects within the city. He reported that on June 13<sup>th</sup> there will be a Z-21 zoning planning meeting. He mentioned that on June 20<sup>th</sup> the city will be hosting the Police/Fire/ Public Works night at St. Henry Church.

#### **GENERAL ITEMS:**

**Resolution 6-2018 – Accepting the for Road Salt.** City Clerk Misty Ezell read in summary the Resolution. Councilwoman Tanner made a motion to accept Resolution 6-2018 as read. Councilwoman Barnett-Smith seconded the motion. All members present voted aye. Vote: 6-0. Motion carried and so ordered.

**Municipal Order 12-2018 – Authorizing Interlocal Agreement for School Resource Officer.** City Clerk Misty Ezell read in summary the Order. Councilwoman Grubbs made a motion to accept Municipal Order 12-2018 as read. Councilwoman Tanner seconded the motion. All members present voted aye. Vote: 6-0. Motion carried and so ordered.

**Municipal Order 13-2018 – Authorizing the Expenditure of Funds from the Turkeyfoot Acres Account for the Purposes of Mowing the Homeowners Association Property.** City Clerk Misty Ezell read in summary the

Order. Councilwoman Bowman made a motion to accept Municipal Order 13-2018 as read. Councilman Moore seconded the motion. All members present voted aye. Vote: 6-0. Motion carried and so ordered.

**Municipal Order 14-2018 – Authorizing a Text Amendment for the Garvey Avenue Development.** City Clerk Misty Ezell read in summary the Order. Councilwoman Tanner made a motion to accept Municipal Order 14-2018 as read. Councilman Moore seconded the motion. All members present voted aye. Vote: 6-0. Motion carried and so ordered.

**Ordinance 1753-2018 Approving 2018-2019 Budget**

City Attorney Greg Voss read in Summary Ordinance 1753-2018 (Second Reading)

**A BUDGET ORDINANCE FOR THE CITY OF ELSMERE, KENTUCKY PURSUANT TO KRS 91A.030 (10) FOR THE FISCAL YEAR JULY 1, 2018 THROUGH JUNE 30, 2019, 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 Tanner made a motion to accept Ordinance 1753-2018 as read. Councilwoman Bowman seconded the motion. Mayor Lenhof requested a roll call vote. Roll Call: Councilwoman Tanner– aye; Councilman Moore – aye; Councilwoman Barnett-Smith – aye; Councilman Bradford – aye; Councilwoman Grubbs – aye; and Councilwoman Bowman - aye. Motion carried and so ordered.

**Ordinance 1754-2018 – Approving the 2018-2019 Salary Scale**

City Attorney Greg Voss read in summary Ordinance 1754-2018 (Second 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).**

Councilwoman Tanner made a motion to accept Ordinance 1754-2018 as read. Councilwoman Grubbs seconded the motion. Mayor Lenhof requested a roll call vote. Roll Call: Councilwoman Tanner– aye; Councilman Moore – aye; Councilwoman Barnett-Smith – aye; Councilman Bradford – aye; Councilwoman Grubbs – aye; and Councilwoman Bowman - aye. Motion carried and so ordered.

**Ordinance 1755-2018 – Amending Chapter 51 “Waste Collections” – Grass Clippings**

City Attorney Greg Voss read in summary Ordinance 1755-2018 (Second Reading)

**AN ORDINANCE OF THE CITY OF ELSMERE, KENTUCKY AMENDING CHAPTER 51 "WASTE COLLECTIONS" OF THE ELSMERE, KENTUCKY CODE OF ORDINANCES**

Councilwoman Grubbs made a motion to accept Ordinance 1755-2018 as read. Councilwoman Bowman seconded the motion. Mayor Lenhof requested a roll call vote. Roll Call: Councilwoman Tanner– aye; Councilman Moore – aye; Councilwoman Barnett-Smith – aye; Councilman Bradford – aye; Councilwoman Grubbs – aye; and Councilwoman Bowman - aye. Motion carried and so ordered.

**Ordinance 1756-2018 – Police Chief Job Description**

City Attorney Greg Voss read in summary Ordinance 1756-2018 (First Reading)

**REPORTS FROM COUNCIL:**

**Councilwoman Grubbs** reported that she had been getting complaints that there are Pit Bulls in the city. She stated that there is an ordinance stating that Pit Bulls are not allowed in the city. Also all dogs need to be on a leash. She also wished to thank Chief Thames for his service to the city.

**Councilwoman Bowman** wanted to thank Chief Thames for his service to the city.

**Councilwoman Barnett-Smith** wanted to thank Chief Thames for his service to the city.

**Councilman Moore** wanted to thank Chief Thames for his service to the city.

**Councilwoman Tanner** wanted to thank Chief Thames for his service to the city. She also thanked Chris Zerhusen and the Public Works Department for the work they have done in the city parks.

**Councilman Bradford** wanted to thank Chief Thames for his service to the city.

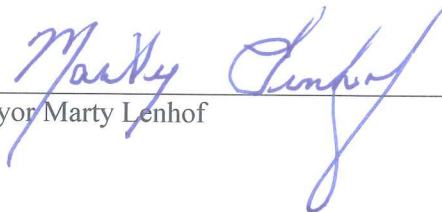
**Executive Session**

Councilwoman Grubbs made a motion to enter into executive/closed session pursuant to KRS 61.810(1) (b) Land Acquisition. Councilman Bradford seconded the motion. All members present voted aye. **Motion passed and so ordered.** Council entered into executive/closed session at 7:44 p.m.

Councilwoman Grubbs motioned to exit executive session and reconvene regular session and indicated no action was taken. Councilman Bradford seconded the motion. All members present voted aye. **Motion passed and so ordered.** Council exited executive/closed session at 7:57pm. No action taken.

**ADJOURNMENT**

Councilwoman Tanner made a motion to adjourn. Councilman Moore seconded the motion. All members present voted aye. **Motion carried and so ordered.** Meeting adjourned at 7:57 p.m.

  
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Mayor Marty Lenhof

Attest:

  
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Misty Ezell, City Clerk