

**SPECIAL MEETING MINUTES OF THE ELSMERE CITY COUNCIL**  
**February 12, 2019**  
**6:30 PM**

**LOCATION:** Elsmere Senior Center, 179 Dell Avenue, Elsmere, KY 41018.

**CALL TO ORDER:** Mayor Lenhof called the meeting to order at 6:45 p.m.

**ROLL CALL:** The following members were present: Mayor Marty Lenhof, Councilwoman Nancy Bowman, Councilman Aaron Moore, Councilwoman Alexis Tanner, and Councilwoman Lisa Mitchell

Councilman Bill Bradford and Councilwoman Gloria Grubbs were absent.

**STUDENT REPRESENTATIVES**

Amy Moctezuma Perez	Avander Abrams	Tucker Richardson	Ashley Koenig
Cole Koenig	Beni Mwamba	Monserrat Moctezuma Perez	Kevin Rios
Jaida Parrott	Keirstyn Young	Nathaniel Bernard	Emma Baisden
Keegyn Fields	Serenity Jackson		
Ashley Casarrubias Rios			

**APPROVAL OF MINUTES:**

Councilwoman Mitchell made a motion to approve the minutes of the January 8, 2019 Council Meeting. Councilwoman Bohman seconded the motion. All members present voted aye. **Motion carried and so ordered.**

Councilman Moore made a motion to approve the minutes of the February 5, 2019 Caucus Meeting. Councilwoman Tanner seconded the motion. All members present voted aye. **Motion carried and so ordered.**

**GENERAL ITEMS:**

Mayor Marty Lenhof presented a Proclamation to Sturm Electric for 100 years in business.

**ADMINISTRATIVE REPORTS:**

**City Engineer Ray Erpenbeck** was not in attendance he submitted a written report. It was reported that we are continuing to evaluate streets. We have a strong street program and look forward to resurfacing Plateau and Ash in the upcoming year.

**Code Enforcement Officer & Zoning Administrator Rich Aliff** submitted a written report to Council. Chris Preston with Planning Development Services also submitted a written report to Council.

**Police Chief Steve Bohman** reported that over a long process the police department will be seeking council's approval to purchase "Harris" radios. The purchase of these radios will save the department approximately \$10,000 of what was budgeted for the purchase. He also reported that on January 24<sup>th</sup> Justin Edwards was promoted to Sergeant. There were no questions for Chief Bohman.

**City Attorney Greg Voss** had no legal items to discuss, but gave a brief description of the City Attorney duties.

**Parks and Recreation Director Denise Donahue** reported that the last skate night for the fall was held on January 19<sup>th</sup> with over 200 people in attendance. The date for the Easter Egg Hunt will be at 11:00 am April 6, 2019 with a rain date on April 20, 2019.

**City Clerk Misty Ezell** reported that during the month of January she spent time going through records that have been stored in the basement. The records that it is not necessary to keep are being grouped together based on the retention schedules provided by the Department of Libraries and Archives and being recycled and the appropriate forms being sent to Frankfort. She also stated that tax payments are still being received and processed.

The City Clerk also urged residents to sign up for the city's Reach Alert system, which allows the city to send important messages to the residents via text or email.

**Public Works Director Chris Zerhusen** summarized items in his written report to Council. He stated that potholes are being patched on a weekly basis. Also, during the recent bad weather sewer signs were hit and damaged and were repaired. The department used approximately 300 tons of salt during the snow events in January, but have already replaced it and both storage bins are currently full.

Councilman Moore made a motion to approve the Administrative Reports. Councilwoman Tanner seconded the motion. All members present voted aye. **Motion carried and so ordered.**

**City Administrator's Report** stated the city has been busy this month with different projects including paperwork to move zoning duties to Planning & Development Services of Kenton County and discussion about updating our existing franchise agreement with Duke Energy. He stated that he will be meeting with legislators to discuss legislation that impacts the city. Also the city is in the process of implementing many of the recommendations from the recently presented financial audit.

**Mayor's Report Mayor Marty Lenhof** stated that after four years of applying for funding the Cornerstone Crossing Project, also known as the Wallick Project received their funding from the state. He attended the KLC City official's academy in Lexington on January 16<sup>th</sup> through the 18<sup>th</sup>. He reported that on February 13<sup>th</sup> he along with City Administrator Dowling will be attending the KLC City Day and Night in Frankfort.

Also, Mayor Lenhof thanked Councilman Aaron Moore, City Clerk Misty Ezell, and Parks and Recreation Director Denise Donahue who coordinated this student government meeting and put in lots of time making this a festive and educational experience.

**GENERAL ITEMS:**

**Order/Resolution 2-2019 – Accepting bid of A & A Landscaping**

City Clerk Misty Ezell read in summary the Resolution. Councilwoman Bowman made a motion to accept Order/Resolution 2-2019 as read. Councilwoman Mitchell seconded the motion. All members present voted aye. **Vote: 4-0. Motion carried and so ordered.**

**Resolution 3-2019 – Accepting bid of AMK Services LLC**

City Clerk Misty Ezell read in summary the Resolution. Councilwoman Mitchell made a motion to accept Resolution 3-2019 as read. Councilman Moore seconded the motion. All members present voted aye. **Vote: 4-0. Motion carried and so ordered.**

**Ordinance 1767-2019 – Amending Parking Schedules.**

Ordinance 1767-2019 (Second Reading) was tabled.

**Ordinance 1768-2019 – Moving to Kenton County PDS for Zoning Services.**

Ordinance 1768-2019 (Second Reading) was read in summary.

**AN ORDINANCE AMENDING CHAPTER 150 OF THE ELSMERE CODE OF ORDINANCES TO ADJUST THE SCHEDULE OF ZONING AND TO MAKE OTHER ADJUSTMENTS.**

Councilwoman Bowman made a motion to accept Ordinance 1768-2019 as read. Councilwoman Tanner seconded the motion. Mayor Lenhof requested a roll call vote. Roll Call: Councilman Moore – aye; Councilwoman Mitchell – aye; Councilwoman Tanner – aye; and Councilwoman Bowman - aye. Motion carried and so ordered.

**REPORTS FROM COUNCIL:**

**Councilwoman Grubbs** was not in attendance.

**Councilman Bradford** was not in attendance, but his report was read by student Tucker Richardson.

**Councilwoman Bowman** stated that the scholarship applications are due on April 30, 2019.

**Councilwoman Mitchell** report was read by Monserat Moctezuma.

**Councilwoman Tanner** report was read by Cole Koenig.

**Councilman Aaron Moore** – Thanked Public Works Director Chris Zerhusen and his staff for the efforts during the multiple snow events over the last couple of months. He also stated that code enforcement efforts continue to ramp up throughout the city and we are seeing major changes.

**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 7:27 p.m.

Attest:

Misty Ezell  
Misty Ezell, City Clerk

Marty Lenhof  
Mayor Marty Lenhof