

MEETING MINUTES OF THE ELSMERE CITY COUNCIL
March 12, 2019
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 Councilman Bill Bradford, followed by the Pledge of Allegiance.

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

Councilwoman Gloria Grubbs was absent.

APPROVAL OF MINUTES:

Councilman Moore made a motion to approve the minutes of the February 12, 2019, Special Council Meeting. Councilwoman Bowman seconded the motion. All members voted aye. **Motion carried and so ordered.**

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

General Items:

Police Chief Bohman introduced Officer Susan Sowder to the council. Officer Sowder is the newest member of the Elsmere Police Department.

ADMINISTRATIVE REPORTS:

City Engineer Ray Erpenbeck provided a written report.

Code Enforcement Officer Chris Preston & 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 reported that there will be an executive session for potential litigation and land acquisition.

Public Works Director Chris Zerhusen submitted a written report. The department did the annual check on catch basis within the city. Those in need of repair were reported to SD1. The Crack Sealing Bid was advertised and bids were opened on March 12th. A large tree that was on the city owned lot behind 8 Eastern Avenue was cut up and removed. Other trees that were deemed dead were removed from city right of ways. Potholes are continuing to be patched on a weekly basis.

Police Chief Steve Bohman submitted a written report. Chief Bohman introduced the department's newest sergeant Justin Edwards to the council. He also distributed the department's annual report.

Parks and Recreation Director Denise Donahue is starting to plan the spring and summer events. The next event will be the Easter Egg Hunt on April 12, 2019 at 11:00 am at Covered Bridge Park.

City Clerk Misty Ezell has continued to work on records retention of records in the basement.

Finance Officer/Treasurer Jessica Lucius submitted a written report.

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

Mayor's Report – Mayor Lenhof reported that the monthly mayor's group meeting will be held on Saturday, March 16, 2019 at the Kenton County Co-op.

City Administrator's Report - City Administrator Dowling reported that the city is working with Sanitation District 1 on a sewer project on Garvey Avenue. They will need to update the easement for this project at some point during this project. Also, during the month there was an issue where a business was being ran out of a home in a residential zone. Mr. Dowling met with the owner and the Fire Department and feels that the situation has been remedied. He has been busy working on the budget for the next fiscal year. A draft of the budget should be ready for the April meeting. Also, in April there will be a draft of the Franchise Agreement for Verizon.

GENERAL ITEMS:

Executive Order 7-2019 – Appointing Justin Edwards to Sergeant.

Executive Order 8-2019 – Appointing Susan Sowder as Police Officer.

Municipal Order 2-2019 Surplus Property. City Clerk Misty Ezell read in summary the Municipal Order. Councilwoman Tanner made a motion to accept Municipal Order 2-2019 as read. Councilwoman Mitchell seconded the motion. All members present voted aye. Vote: 5-0. Motion carried and so ordered.

Municipal Order 3-2019 Naming Rusty Smith to Kenton County Joint Board of Adjustment. City Clerk Misty Ezell read in summary the Municipal Order. Councilwoman Tanner made a motion to accept Municipal Order 3-2019 as read. Councilman Moore seconded the motion. All members present voted aye. Vote: 5-0. Motion carried and so ordered.

Resolution 4-2019 – Approving bid of Paul Michels & Sons Inc. City Clerk Misty Ezell read in summary the Resolution. Councilwoman Bowman made a motion to accept Resolution 4-2019 as read. Councilman Moore seconded the motion. All members present voted aye. Vote: 5-0. Motion carried and so ordered.

Ordinance 1769-2019 – Adopting S-24 Code of Ordinance Supplement

City Attorney Greg Voss read in summary Ordinance 1769-2019 (First Reading)

REPORTS FROM COUNCIL:

Councilwoman Grubbs was not in attendance.

Councilwoman Bowman had no report.

Councilman Moore had no report.

Councilwoman Tanner reported that she was in the process of getting information from the city's NKOL about tablets for the council members.

Councilman Bradford had not report.

Councilwoman Mitchell wanted to remind the residents of the services that are provided by the Kenton County Emergency Management department.

Executive Session

Councilman Moore made a motion to enter into executive/closed session pursuant to KRS 61.810(1) (b) Proposed/Pending Litigation. Councilwoman Tanner seconded the motion. All members present voted aye.

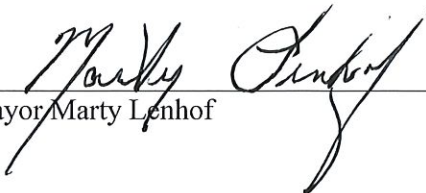
Motion passed and so ordered. Council entered into executive/closed session at 7:00 p.m.

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Councilman Moore motioned to exit executive session and reconvene regular session and indicated no action was taken. Councilwoman Bowman seconded the motion. All members present voted aye. **Motion passed and so ordered.** Council exited executive/closed session at 7:10 pm. No action taken.

ADJOURNMENT

Councilwoman Tanner made a motion to adjourn. Councilwoman Mitchell seconded the motion. All members present voted aye. **Motion carried and so ordered.** Meeting adjourned at 7:10 p.m.



Mayor Marty Lenhof

Attest:



Misty Ezell, City Clerk