

## SPECIAL MEETING MINUTES OF THE ELSMERE CITY COUNCIL

June 9, 2020

6:30 PM

**LOCATION:** City of Elsmere via Zoom, 318 Garvey Avenue, Elsmere, KY 41018.

**CALL TO ORDER:** Mayor Lenhof called the meeting to order at 6:30 p.m.

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

Councilman Bill Bradford was absent.

### **APPROVAL OF MINUTES:**

Councilwoman Grubbs made a motion to approve the minutes of the May 12, 2020 Special Council Meeting which was held via teleconference. Councilman Moore seconded the motion. All members voted aye. **Motion carried and so ordered.**

### **ADMINISTRATIVE REPORTS:**

**City Engineer Ray Erpenbeck** submitted a written report. He reported the Pebble Creek and Fallbrook Drive Underdrain Project is scheduled to receive bids on June 23, 2020. Also work on the Garvey Avenue Slide Correction is scheduled to begin on June 8, 2020 and should be completed in two to three weeks.

**Code Enforcement Officer & Zoning Administrators Rich Aliff & Chris Preston** submitted a written reports to Council.

**City Attorney Greg Voss** reported courts are starting to open back up, he has a hearing via zoom concerning the case on 501 Garvey during the week of June 15, 2020. He also stated that the home that the city purchased at 107 Vine Street has been demolished. He also received a call concerning the Jarman case (1095 Floral) in which he will continue to work on.

**Public Works Director Chris Zerhusen** summarized his report to Council. He reported that the rims and backboards were reinstalled in the parks and mulch has been dumped in the parks. Once the mulch work is completed the parks in the city will be opened back up the public. He also stated that the roadway striping of Garvey Avenue and New Buffington Road has been completed. Also, American Pavements has completed the crack sealing of streets.

Mr. Zerhusen stated that the baseball fields at Woodside Park have been overtaken by weeds and grass due to them not being used. The department sprayed the weeds and roughed the fields up to level them. With the uncertainty of youth baseball in Kentucky he stated that his department may need to take over the maintenance of the fields.

**Police Department – Lt. Matthew Morrison** reported that all in-person classes through the DOCJT have been cancelled through the month of July, but officers have completed the mandatory on-line training. He reported that Officer Jones sustained an injury to his foot while assisting in an arrest and will be out until June 16, 2020.

**Parks and Recreation Director Denise Donahue** reported working on a revised summer parks and recreation schedule. She also state that she has ordered new sings for the parks.

**City Clerk Misty Ezell** reported that she has been working on the residential rental license for the city and has received a lot of the returns back.

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

**Senior Center Director Carol Cope** was not in attendance. She submitted a written report. There were no questions for this department.

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

**City Administrator's Report** City Administrator Dowling reported that he had spent the first part of month planning for the protest. He also stated that he had spent time interviewing police chief candidates. Also, the city is planning for the responsible re-opening of areas within the city following the closures for Covid-19. He also stated that the sewer that is being installed by SD-1 near the List farm is nearing completion.

**Mayor's Report Mayor Marty Lenhof** announced that the winners of the Elsmere Scholarships were Emily Traft and Jared Marshall. We hope to have them at a council meeting at a later date. He also stated that he and CAO Dowling are close to deciding a new police chief following interviews. There may be a special meeting later in the month to approve the hire.

Also, the advertisement for bids for the new city building has been sent to the paper.

He also thanked Chris Zerhusen and Lt. Morrison for their help with the protest, there were no issues reported.

**GENERAL ITEMS:**

**Executive Order 7-2020 – Appointing Lt. Morrison to Acting Police Chief**

**Executive Order 8-2020 – Promoting Officer Cornett to Sergeant**

**Ordinance 1790-2020 – Budget Amendment Fiscal Year 2019-2020**

Attorney Greg Voss read in summary Ordinance 1790-2020 (Second Reading)

**AN ORDINANCE AMENDING THE CITY OF ELSMERE, KENTUCKY  
BUDGET ORDINANCE NUMBER 1773-2019 FOR THE FISCAL YEAR  
JULY 1, 2019 THROUGH JUNE 30, 2020.**

Councilwoman Bowman made a motion to accept Ordinance 1790-2020 as read. Councilwoman Grubbs seconded the motion. All members present voted aye. Mayor Lenhof called for a Roll Call vote. Councilwoman Bowman – Aye, Councilwoman Grubbs – Aye, Councilman Moore – Aye, Councilwoman Tanner – Aye, and Councilwoman Mitchell - Aye. All members present voted aye. Vote: 5-0. Motion carried and so ordered.

**Ordinance 1791-2020 – Budget Fiscal Year 2020-2021**

Attorney Greg Voss read in summary Ordinance 1791-2020 (Second Reading)

**A BUDGET ORDINANCE FOR THE CITY OF ELSMERE, KENTUCKY PURSUANT TO KRS  
91A.030 (10) FOR THE FISCAL YEAR JULY 1, 2020 THROUGH JUNE 30, 2021, 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 1791-2020 as read. Councilman Moore seconded the motion. All members present voted aye. Mayor Lenhof called for a Roll Call vote. Councilwoman Bowman – Aye, Councilwoman Grubbs – Aye, Councilman Moore – Aye, Councilwoman Tanner – Aye, and Councilwoman Mitchell - Aye. All members present voted aye. Vote: 5-0. Motion carried and so ordered.

**Ordinance 1792-2020 – Adopting Pay Scale**

Attorney Greg Voss read in summary Ordinance 1792-2020 (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 Bowman made a motion to accept Ordinance 1792-2020 as read. Councilwoman Grubbs seconded the motion. All members present voted aye. Mayor Lenhof called for a Roll Call vote. Councilwoman Bowman – Aye, Councilwoman Grubbs – Aye, Councilman Moore – Aye, Councilwoman Tanner – Aye, and Councilwoman Mitchell - Aye. All members present voted aye. Vote: 5-0. Motion carried and so ordered.

**Ordinance 1793-2020 – Amending City Wide Loan**

Attorney Greg Voss read in summary Ordinance 1793-2020 (Second Reading)

**AN ORDINANCE AMENDING POLICY FOR CITY-WIDE LOAN PROGRAM**

Councilwoman Grubbs made a motion to accept Ordinance 1793-2020 as read. Councilman Moore seconded the motion. All members present voted aye. Mayor Lenhof called for a Roll Call vote. Councilwoman Bowman – Aye, Councilwoman Grubbs – Aye, Councilman Moore – Aye, Councilwoman Tanner – Aye, and Councilwoman Mitchell - Aye. All members present voted aye. Vote: 5-0. Motion carried and so ordered.

**REPORTS FROM COUNCIL:**

**Councilwoman Grubbs** wanted to remind residents that not all police are bad and that she supports our officers.

**Councilman Bradford** was not in attendance.

**Councilwoman Bowman** had no report.

**Councilwoman Mitchell** asked about the possibility of placing a mirror on May Street to allow for better visibility to Dell St. Matt stated the he and Chris Zerhusen will discuss the next day.

**Councilwoman Tanner** had questions about the roadwork and parking in the areas where crack sealing will be taking place. City Engineer Erpenbeck will coordinate with the police department for any problems that might arise.

**Councilman Aaron Moore** – reported that it is the time of the year that people are starting to go door to door for sales and that a license is required. Also, he wanted to thank those who chose to come to the city to march.

**ADJOURNMENT**

Councilwoman Tanner made a motion to adjourn. Councilwoman Grubbs seconded the motion. All members present voted aye. **Motion carried and so ordered.** Meeting adjourned at 7:15 p.m.

Attest: Misty Ezell  
Misty Ezell, City Clerk

Marty Lenhof  
Mayor Marty Lenhof