

**MEETING MINUTES OF THE ELSMERE CITY COUNCIL**  
**March 9, 2021**  
**6:30 PM**

**LOCATION:** Elsmere Senior Center, 179 Dell Street, Elsmere, KY 41018. Meeting held via zoom.

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

**ROLL CALL:** The following members were present: Mayor Marty Lenhof, Councilwoman Nancy Bowman, Councilwoman Gloria Grubbs, Councilman Malcolm Daniels, and Councilwoman Joanne Barnett-Smith.

Councilman Aaron Moore and Councilwoman Lisa Mitchell were not in attendance.

**APPROVAL OF MINUTES:**

Councilwoman Bowman made a motion to approve the minutes of the February 9, 2021, Council Meeting. Councilwoman Barnett Smith seconded the motion. All members voted aye. **Motion carried and so ordered.**

Councilwoman Barnett Smith made a motion to approve the minutes of the March 2, 2021 Caucus Meeting. Councilman Daniels seconded the motion. All members voted aye. **Motion carried and so ordered.**

**ADMINISTRATIVE REPORTS:**

**City Engineer Ray Erpenbeck** Was not in attendance but provided a written report. There was no questions for this department.

**Code Enforcement Officer Chris Preston & Zoning Administrator Rich Aliff** were not in attendance but submitted written reports to Council.

**City Attorney Greg Voss** explained to the council that even though they have had residents request to have penalty and interest waived on property tax bills the city does not have this ability. In order to be able to waive penalty and interest on property tax bills the council will need to pass legislation. Councilman Daniels asked if the city could start an appeals process. Attorney Voss stated that in order to do so the council will need to define the parameters of the process.

Attorney Voss stated that the city had received a request to change the zoning on a parcel on Cross Street. He stated that it isn't possible unless they change the zoning for the entire area.

He stated that most of the trailers at Grants Trailer Park have been removed. The remaining trailers will be removed by the city.

**Public Works Director Chris Zerhusen** submitted a written report. Chris reported that the month of February was extremely busy with snow and ice events. He stated that 500 tons of salt was used across the events.

With the weather changing they have removed most of the salt spreaders and snow plows, these items will be cleaned and coated with salt away and stored.

Chris reported that a section of the floor at 513 Ash Street appeared to have had a sink hole form. They have contacted SD1 who came out to inspect their pipe and reported that it had not been compromised.

The city's tree contractor is scheduled to remove thirty trees on the paper street next to 706 Lytle Avenue. This work was supposed to be completed in February, but was delayed due to the weather.

**Police Chief Joe Maier** submitted a written report. Chief Maier reported that the department focused on additional driver's training in February. The department has been mandated by House Bill 298 to complete eight hours of on-line driver's training through the police academy.

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The department recently interviewed applicants to fill the vacancy left by Officer Stigers' retirement. After interviewing potential applicants, Brian Evans was selected to fill the vacancy.

Chief Maier also gave council his 2020 Annual Report.

**Parks and Recreation Director Denise Donahue** submitted a written report. She reported that she is currently working on the spring / summer calendar. She stated that she did an inventory of the parks to get a list of items that are needed. She stated that the parks needed new swings, in which she has already ordered, a handicap swing for Terrill Park, and she stated that the basketball courts need to be striped.

**City Clerk Misty Ezell** submitted a written report. She reported that during the month of February the City Clerk's office was working on the residential rental invoices for 2021 that will be going out in April. Also, she began an HR certification class.

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

**Senior Center Director Carol Cope** submitted a written report. There were no questions for this department.

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

**City Building Update** – Scott Noel with Summit Engineering gave an updated on the new City Building/Police Station progress. He also stated that during the design phase a portion of the basement was removed. The city can add approximately 700-800 feet back to the building to allow for extra storage but this needs to be done now while the contractor are pouring the foundation. The cost to add the space would be around \$238,000.00.

He also stated that they next construction meeting would be on March 18, 2021 at 10:00 am.

**Mayor's Report** – Mayor Lenhof reported that on Thursday, March 11, 2021 there will be an open house at the new Wallick Development behind St. Henry Church. The new building is senior housing which has 1-2 bedroom apartment. The facility also has workout room, library, and event center.

Mayor Lenhof reported that this past week Sky Everman who the city had recently done a proclamation for stopped by the city building for a tour. Mayor Lenhof presented her with a key to the city.

Mayor Lenhof also participated in the Read Across America event, in which he read to students at Howell Elementary.

**City Administrator's Report** - City Administrator Dowling reported Grants Park is almost clear of all trailers. The city is getting pricing to have fencing placed around the property until it can be cleared of debris.

He stated that on Tuesday March 16<sup>th</sup> there would be a Public Hearing and special meeting for the NKADD Core Utility Funding Grant.

He stated that he is working with our insurance company and Kentucky League of Cities to discuss the liability to the city for events due to covid 19.

Also the city has begun the budget process for fiscal year 2021-2022.

#### **GENERAL ITEMS:**

**Executive Order 5-2021 – Extending Emergency Paid Sick Leave.**

**Municipal Order 2-2021 – Declaring Items as surplus and transferring to another agency**

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City Clerk Misty Ezell read in summary the Municipal Order. Councilwoman Barnett Smith made a motion to accept Municipal Order 2-2021 as read. Councilwoman Bowman seconded the motion. All members voted aye. Vote: 4-0, motion carried and so ordered.

**Resolution 5-2021 – Authorizing Police Department to order police vehicles.**

City Clerk Misty Ezell read in summary the Resolution. Councilwoman Grubbs made a motion to accept Resolution 5-2021 as read. Councilwoman Barnett Smith seconded the motion. All members voted aye. Vote: 4-0, motion carried and so ordered.

**Resolution 6-2021 – Authorizing Public Works to purchase a dump truck**

City Clerk Misty Ezell read in summary the Resolution. Councilwoman Barnett Smith made a motion to accept Resolution 6-2021 as read. Councilman Daniels seconded the motion. All members voted aye. Vote: 4-0, motion carried and so ordered.

**Ordinance 1801-2021 – Budget Amendment.**

City Attorney Greg Voss read in summary the Ordinance (Second Reading).

**AN ORDINANCE AMENDING THE CITY OF ELSMERE, KENTUCKY  
BUDGET ORDINANCE NUMBER 1791-2020 FOR THE FISCAL YEAR  
JULY 1, 2020 THROUGH JUNE 30, 2021.**

Councilwoman Joann Barnett Smith made a motion to accept Ordinance 1801-2021 as read. Councilman Daniels seconded the motion. Council members Barnett Smith, Grubbs, Bowman, and Daniels voted aye. Vote 4-0. Motion carried and so ordered.

**REPORTS FROM COUNCIL:**

**Councilwoman Grubbs** asked about the dates for the City Wide Yard Sale and Clean-up. City Administrator Dowling stated that dates will be looked at and will be discussed at a later date.

**Councilwoman Bowman** had no report.

**Councilman Moore** was not in attendance.

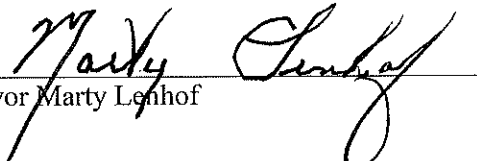
**Councilman Daniels** stated that there was a cause for concern about speeding down certain streets.

**Councilwoman Barnett Smith** asked if there was a possibility for the city to purchase portable speed humps for the street that there are complaints due to speeding. Public Works Director Zerhusen stated that the city had not researched them. Police Chief Maier stated that speed humps can be problematic, as people tend to speed up between the humps.

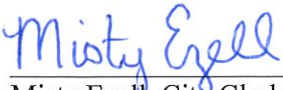
**Councilwoman Mitchell** was not in attendance

**ADJOURNMENT**

Councilwoman Grubbs made a motion to adjourn. Councilwoman Barnett Smith seconded the motion. All members present voted aye. **Motion carried and so ordered.** Meeting adjourned at 7:40 p.m.

  
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Mayor Marty Lenhof

Attest:



Misty Ezell, City Clerk

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