

MEETING MINUTES OF THE ELSMERE CITY COUNCIL
May 11, 2021
6:30 PM

LOCATION: Elsmere Senior Center, 179 Dell Street, 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 Gloria Grubbs, followed by the Pledge of Allegiance.

ROLL CALL: The following members were present: Mayor Marty Lenhof, Councilwoman Gloria Grubbs, Councilwoman Lisa Mitchell, Councilwoman Joanne Barnett-Smith, Councilman Malcolm Daniels, and Councilman Aaron Moore.

Councilwoman Nancy Bowman was not in attendance.

Prior to the start of the meeting Mayor Lenhof asked for a motion to amend the agenda. Councilwoman Joanne Barnett-Smith made a motion to approve the amended agenda and Councilwoman Lisa Mitchell seconded the motion. All Members voted aye. **Motion carried and so ordered.**

APPROVAL OF MINUTES:

Councilwoman Grubbs made a motion to approve the minutes of the April 13, 2021 Council Meeting. Councilwoman Mitchell seconded the motion. All members voted aye. **Motion carried and so ordered.**

ADMINISTRATIVE REPORTS:

City Engineer Ray Erpenbeck Was not in attendance and had no 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 Reported that he had been in discussion with US Bank concerning the new Administration Building/Police Department.

Public Works Director Chris Zerhusen submitted a written report. Chris reported that the department has begun mowing the sections of the city that they complete and the mowing will take place on a biweekly basis or as time allows. The department has completed the landscaping along Dixie Highway. The area will be cleaned again prior to Memorial Day. The department has completed work at Grants Trailer Park. The area has been graded using dirt at the site and the area was seeded. Duke, Cincinnati Bell, and Spectrum will be removing their poles and infrastructure in the near future.

American Pavements plans to start the crack sealing work in early June.

Police Chief Joe Maier submitted a written report. Chief Maier reported the police department is working with the City Clerk and the Kentucky Department of Library and Archives for construction guidance of old mug-shots, misdemeanor files, missing persons reports and other items that can be destroyed based upon the destruction schedules.

Chief Maier stated that Brooklyn and Sky, Elsmere's CHD Warriors, stopped by the police department for a tour.

Chief Maier stated that the Kenton County Courts will begin in-person trials and preliminary hearings on 5/5/21. He stated that the first trial in Circuit Court will be the 2016 Elsmere double murder case.

Chief Maier stated that the department had met with the Catholic Charities to discuss the call volume at the apartments on Capitol Avenue. He stated that through the discussions the police department and management will

work together to combat crime and ensure that the property does not become a nuisance. Councilman Daniels asked about the calls and Chief Maier stated that most of the issues were caused by one tenant. City Administrator Dowling will also be working with Duke to get more lighting in this area.

The department has two policy updates. Policy 1.3 the response to resistance policy. The new policy has been completed for an overhaul of the use of force policy. And policy 28.1 which is the Police Communications policy.

Parks and Recreation Director Denise Donahue submitted a written report. She reported that she has planned a Scavenger Hunt for May. She plans to have the hunt on May 22, 2021. She is also working on the summer schedule.

Denise will be working on some additional social distancing programs for May.

City Clerk Misty Ezell reported that during the month of April the City Clerk's office mailed the Residential Rental License invoices. The department also received and recorded the first quarter Insurance Premium Tax Payments. The City Clerk stated that she has signed up to attend the virtual Kentucky Public Human Resources Association Spring Workshop that will be held on May 13, 2021.

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.

City Building Update – Scott Noel with Summit Engineering gave an updated on the new City Building/Police Station progress. He reported the steel for the basement addition has come in. They will also be pouring the concrete slab for the basement.

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

Mayor's Report – Mayor Lenhof reported that the Erlanger/Elsmere Historical Society has moved their offices to the Elsmere Senior Center. He introduced Ms. Betty Roszmann, with the Historical Society to the council. Ms. Roszmann wanted to thank the mayor and council for allowing the society to use space in the Senior Center. She also invited them to the first official meeting held there. The meeting was held on May 13th.

He also reported the Rotary Club will also be using the Senior Center until repairs can be made to Colonial Cottage that was recently damaged by a fire.

Mayor Lenhof stated that he and Matt Dowling had met with engineers for a design for Woodside Park. The city will apply for a grant for this project in August.

City Administrator's Report - City Administrator Dowling reported the city is finalizing the zoning for Z-21. He has worked extensively on the New City Building/Police Station project. He stated that the city will be dedicating the new park across the street from the City Building to former Mayor Bill Bradford on May 21, 2021.

GENERAL ITEMS:

Municipal Order 7-2021 – Repeal of Current Zoning Code and Zoning Map and Adoption of New Zoning Code and Zoning Map

City Clerk Misty Ezell read in summary the Municipal Order. Councilwoman Barnett-Smith made a motion to accept Municipal Order 7-2021 as read. Councilwoman Grubbs seconded the motion. All members voted aye. Vote: 5-0, motion carried and so ordered.

Municipal Order 8-2021 – Declaring Items as surplus

City Clerk Misty Ezell read in summary the Municipal Order. Councilwoman Grubbs made a motion to accept Municipal Order 8-2021 as read. Councilwoman Barnett-Smith seconded the motion. All members voted aye. Vote: 5-0, motion carried and so ordered.

Municipal Order 9-2021 – Declaring Items as Surplus and Authorizing Transfer of Property to Franklin County Sheriff Department

City Clerk Misty Ezell read in summary the Municipal Order. Councilwoman Grubbs made a motion to accept Municipal Order 9-2021 as read. Councilwoman Barnett-Smith seconded the motion. All members voted aye. Vote: 5-0, motion carried and so ordered.

Ordinance 1802-2021 – Interlocal Agreement Between Kenton County and Certain Cities for Code Enforcement

Attorney Greg Voss read the Ordinance in Summary for the first reading.

Ordinance 1803-2021 – Budget Ordinance

Attorney Greg Voss read the Ordinance in Summary for the first reading.

Ordinance 1804-2021 – Salary Scale

Attorney Greg Voss read the Ordinance in Summary for the first reading.

REPORTS FROM COUNCIL:

Councilwoman Grubbs had no report.

Councilwoman Bowman was not in attendance.

Councilman Moore reported that he had nothing to report on the murals.

Councilman Daniels had no report.

Councilwoman Barnett Smith had no report.

Councilwoman Mitchell had no report.

Executive Session

Councilwoman Grubbs made a motion to enter into executive/closed session pursuant to KRS 61.810(1) (b) discussions of proposed land acquisition. Councilwoman Barnett-Smith seconded the motion. All members present voted aye. **Motion passed and so ordered.** Council entered into executive/closed session at 7:25 p.m.

Councilwoman Grubbs motioned to exit executive session and reconvene regular session and indicated no action was taken. Councilwoman Barnett-Smith seconded the motion. All members present voted aye. **Motion passed and so ordered.** Council exited executive/closed session at 8:00 pm. No action taken.

Municipal Order 10-2021 – Authorizing the Condemnation of Real Property for the Expansion for the New Elsmere City Building.

Attorney Greg Voss read in entirety the Municipal Order. Councilwoman Grubbs made a motion to accept Municipal Order 10-2021 with a starting bid of \$50,000.00 and not to exceed \$80,000.00. Councilwoman Barnett-Smith seconded the motion. Mayor Lenhof called for a roll call vote. Councilwoman Grubbs – Aye, Councilwoman Barnett-Smith – Aye, Councilman Daniels – Aye, Councilwoman Mitchell – Aye, Councilman Moore – Aye. All members voted aye. Vote: 5-0, motion carried and so ordered.

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ADJOURNMENT

Councilwoman Barnett-Smith made a motion to adjourn. Councilwoman Grubbs seconded the motion. All members present voted aye. **Motion carried and so ordered.** Meeting adjourned at 8:06 p.m.



Mayor Marty Lenhof

Attest:



Misty Ezell, City Clerk