

**MEETING MINUTES OF THE ELSMERE CITY COUNCIL**  
**June 8, 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.

**MOMENT OF SILENC AND PLEDGE:** Council observed a moment of silence that was followed by the Pledge of Allegiance.

**ROLL CALL:** The following members were present: Mayor Marty Lenhof, Councilwoman Nancy Bowman, Councilwoman Joanne Barnett-Smith, Councilman Malcolm Daniels, and Councilman Aaron Moore (via zoom).

Councilwoman Gloria Grubbs and Councilwoman Lisa Mitchell were not in attendance.

**APPROVAL OF MINUTES:**

Councilwoman Bowman made a motion to approve the minutes of the May 11, 2021, Council Meeting. Councilwoman Barnett Smith seconded the motion. All members voted aye. **Motion carried and so ordered.**

Councilman Daniels made a motion to approve the minutes of the June 1, 2021, Caucus Meeting. Councilwoman Barnett Smith seconded the motion. All members voted aye. **Motion carried and so ordered.**

**GENERAL ITEMS:**

Mayor Marty Lenhof read a proclamation in honor of the Erlanger Elsmere Schools Cafeteria Staff.

**ADMINISTRATIVE REPORTS:**

**City Engineer Ray Erpenbeck** Was not in attendance and had no report. There were 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 his main emphasis during the past month was working through issues with the U.S. Bank property. He's also working with Code Enforcement Officer Chris Preston to get some code violations abated.

**Public Works Director Chris Zerhusen** submitted a written report. Chris reported that the department switched the banners citywide prior to the Memorial Day Parade. The department had to replace or repair several broken brackets. The park shelters were pressure washed and cleaned. Some areas were repainted due to graffiti. The sign at the Billy R. Bradford Park was installed prior to the dedication ceremony.

The department received a complaint from 7738 East Covered Bridge Drive about yard drains, that were not functioning properly, that were the cities responsibility. A plumber was called to the location to jet and camera the pipe. They were able to get the drain flowing but found that an area of the pipe had collapsed. The department will be digging up the area to make the necessary repairs and complete necessary restoration.

The department is in the process of interviewing for the open public works laborer position.

**Police Chief Joe Maier** submitted a written report. Chief Maier reported the police department was contacted by the Miami Beach Florida Police to assist in providing a victim a photo line-up. The line-up stems from a criminal case in Florida. Detective Higgins is continuing to work with the Detective in charge of the case.

The department created a new dumpster permit form. The new form will demand proper placement and reflective devices to allow for a safe flow of traffic around the units.

The department announced that they received a perfect score on the school risk assessment inspection completed by the DOCJT. Officer Nunn worked very hard to implement measures designed to improve school safety.

The department thanked residents and businesses who provided snacks and drinks during police week.

Chief Maier stated the department is joining St. Elizabeth for non-fatal strangulation training. The department will be hosting the training at the Elsmere Senior Center.

Chief Maier stated the department participated in the Memorial Day Celebration that was organized by the Ralph Fulton VFW. The department entered a float in the parade and used a t-shirt cannon to fire off 200 shirts.

**Parks and Recreation Director Denise Donahue** submitted a written report. She reported that the scavenger hunt was fun and that they had several families participate. She has also prepared the summer schedule which includes movie nights, programs from Newport Aquarium and Madcap Puppets.

The first movie night will be on June 11<sup>th</sup> and we will be showing the Tom & Jerry Movie.

**City Clerk Misty Ezell** reported that during the month of May the City Clerk's office processed and mailed licenses to those who have paid their residential rental invoices. Past due invoices will be mailed prior to liens being placed. The city Clerk will also be attending a virtual ABC conference that is being held by the Kentucky League of Cities.

**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 project is 221 days in of a 523-day contract. He also reported that the contractor will begin setting the steel for the walls.

Councilwoman Bowman 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 wanted to thank Chief Maier and Public Works Director Zerhusen for their hard work at the Memorial Day event. He stated that five people have been interviewed for the open public works position.

**City Administrator's Report** - City Administrator Dowling reported that the budget process has been finalized pending final approval. The city has a new waste contract with Rumpke. He also stated that the street group will start discussion concerning reconstruction of Feather Lane and Plymouth Lane reconstruction. He also reported that preliminary work on the Woodside Park expansion project has begun.

#### **GENERAL ITEMS:**

##### **Executive Order No. 8-2021 – Transfer of Surplus Property**

##### **Resolution 9-2021 – Approving Bid of Rumpke for Waste Collection.**

City Clerk Misty Ezell read in summary the Resolution. Councilwoman Bowman made a motion to accept Resolution 9-2021 as read. Councilwoman Barnett-Smith seconded the motion. All members voted aye. Vote: 4-0, motion carried and so ordered.

**Municipal Order 11-2021 – Approving Interlocal Agreement for SRO**

City Clerk Misty Ezell read in summary the Municipal Order. Councilman Daniels made a motion to accept Municipal Order 11-2021 as read. Councilwoman Barnett-Smith seconded the motion. All members voted aye. Vote: 4-0, motion carried and so ordered.

**Municipal Order 12-2021 – Approving Job Description for Public Works Forman**

City Clerk Misty Ezell read in summary the Municipal Order. Councilwoman Bowman made a motion to accept Municipal Order 12-2021 as read. Councilwoman Barnett-Smith seconded the motion. All members voted aye. Vote: 4-0, 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 second reading. Councilman Daniels made a motion to accept Ordinance 1802-2021 as read. Councilwoman Barnett-Smith seconded the motion. Mayor Lenhof called for a roll call vote: Councilman Daniels – Aye, Councilwoman Barnett-Smith – Aye, Councilwoman Bowman – Aye, and Councilman Moore – aye. Motion carried and so ordered.

**Ordinance 1803-2021 – Budget Ordinance**

Attorney Greg Voss read the Ordinance in Summary for the second reading. Councilman Daniels made a motion to accept Ordinance 1803-2021 as read. Councilwoman Barnett-Smith seconded the motion. Mayor Lenhof called for a roll call vote: Councilman Daniels – Aye, Councilwoman Barnett-Smith – Aye, Councilwoman Bowman – Aye, and Councilman Moore – aye. Motion carried and so ordered.

**Ordinance 1804-2021 – Salary Scale**

Attorney Greg Voss read the Ordinance in Summary for the second reading. Councilwoman Bowman made a motion to accept Ordinance 1804-2021 as read. Councilman Daniels seconded the motion. Mayor Lenhof called for a roll call vote: Councilman Daniels – Aye, Councilwoman Barnett-Smith – Aye, Councilwoman Bowman – Aye, and Councilman Moore – aye. Motion carried and so ordered.

**REPORTS FROM COUNCIL:**

**Councilwoman Grubbs** was not in attendance.

**Councilwoman Bowman** had no report.

**Councilman Moore** had no report.

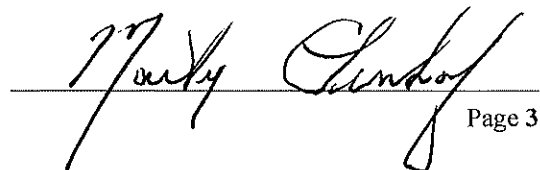
**Councilman Daniels** reported that he had completed a ride along with the Elsmere Police Department. He encouraged the council that had not done so already to do one.

**Councilwoman Barnett Smith** Asked about ordering new banners for the city. Public Works Director Zerhusen stated that new ones will be ordered. She also stated that all the feedback from the parade has been positive.

**Councilwoman Mitchell** was not in attendance.


**ADJOURNMENT**

Councilwoman Barnett-Smith made a motion to adjourn. Councilwoman Bowman seconded the motion. All members present voted aye. **Motion carried and so ordered.** Meeting adjourned at 7:11 p.m.



Mayor Marty Lenhof

Attest:



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Misty Ezell, City Clerk