

## MEETING MINUTES OF THE ELSMERE CITY COUNCIL

October 12, 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 Councilman Malcolm Daniels, followed by the Pledge of Allegiance.

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

Councilwoman Nancy Bowman and Councilwoman Lisa Mitchell were not in attendance.

### APPROVAL OF MINUTES:

Councilwoman Grubbs made a motion to approve the minutes of the August 10, 2021, Council Meeting. Councilwoman Barnett Smith seconded the motion. All members voted aye. **Motion carried and so ordered.**

Councilman Moore made a motion to approve the minutes of the September 7, 2021, Caucus Meeting. Councilwoman Grubbs seconded the motion. All members voted aye. **Motion carried and so ordered.**

Councilwoman Barnett Smith made a motion to approve the minutes of the September 21, 2021, Special Council Meeting. Councilwoman Grubbs seconded the motion. All members voted aye. **Motion carried and so ordered.**

### GENERAL ITEMS:

Chief Maier introduced Officer Amber Ford to the Council. Officer Ford began working for the city on September 27, 2021.

### ADMINISTRATIVE REPORTS:

**City Engineer Ray Erpenbeck** Was attendance and reported that the application for the 50-50 cost share with SD1 to complete the sewer work on Plymouth St., Pilgrim, and Feather Lane had been approved. 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 that he has been working with the City Administrator to resolve a Duke Energy issue concerning the franchise agreement. He's also working with the City Administrator and Mayor with other issues within the city.

**Public Works Director Chris Zerhusen** submitted a written report. Chris reported that the department tore out and replaced 300 feet of concrete curb and gutter project on Main Street between Palace Avenue and Buckner Street. The department is waiting on the Northern Kentucky Water District to make repairs to a water meter so that a driveway can be poured back, until the water meter is fixed the area has steel plated, so the business has complete access to their driveway.

The department installed LED flashing "NO Thru Truck" signs on Autumn Road. We are hoping this will cut down the commercial vehicles using this corridor.

**Police Chief Joe Maier** submitted a written report. Chief reported that Officer Burnett has completed crowd Control/riot training at the Florence range facility. Officer Burnett will train all personnel with their riot gear.

The police department's policy manual is now paperless. The department purchased PMAM which provides an accreditation module. All policies have been pre-loaded to the software and were rolled out department wide in August.

The department has entered into a partnership with Advance Auto Parts to provide the police department with one hundred (100) \$15.00 gift cards to be used when an officer stops a resident with an equipment violation.

The department submitted a grant request through Marathon Petroleum Corporation. The thriving communities grant may allow for non-lethal weapons as well as AED's for the officers and new city building.

The department will be implementing a sUAS (small, unmanned aircraft system) unit. Sgt. Metzger will be responsible for developing policy, picking unit members. Securing insurance through KLC, and ensuring appropriate training is completed.

**Parks and Recreation Director Denise Donahue** submitted a written report. She reported that the last movie night of the year was a success. She also stated that the skating night at Jimmie's was well attended. The next scheduled event is the Fall Festival which will be held on October 23<sup>rd</sup> at the Elsmere Senior Center from 3:00 – 5:00 p.m.

**City Clerk Misty Ezell** reported that newsletters were mailed during September. After the newsletters were mailed the department started working on the 2021 property tax bills. Also, during the month of September the city clerk completed and passed the IPMA – HR certification course.

**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 was not in attendance. City Administrator Dowling stated that the building is on track for an April 2022 completion.

Councilman Daniels 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 at the mayor's group meeting held in August that the census numbers were released, and that Elsmere's population had grown to over 9,000. He also stated that he had signed the grant paperwork for the expansion of Woodside Park. The documents have been forwarded to Frankfort. He attended the ribbon cutting for the new Cornerstone Crossing building. He also attended the 9/11 First Responders' Appreciation service at Erlanger United Methodist Church with Officer Evans.

**City Administrator's Report** - City Administrator Dowling reported that he continues to work with developers on industrial projects. He stated that ARPA funding discussions will be beginning.

Prior to General Items Mayor Lenhof asked if anyone in the audience had questions.

Rhonda McGill who lives on May Street addressed the council concerning the Cornerstone Crossing Development. Ms. McGill stated that during the planning phases they were told that there would be a 15-foot buffer and 10' Spruce trees planted. Currently this has not been done.

City Administrator Dowling will reach out to Zoning Administrator to find out when the trees will be planted.

#### **GENERAL ITEMS:**

Chief Maier introduced Sgt. Alexis Day to the council. Sgt. Day was promoted effective August 21, 2021.

**Ordinance 1806-2021 – Repeal Current Zoning Code and Adopt Z-21 Code**  
**City Attorney Greg Voss Read in Summary Ordinance 1806-2021 for the second Reading**

**AN ORDINANCE OF THE CITY OF ELSMERE, KENTUCKY IN KENTON COUNTY, KENTUCKY REPEALING AND REPLACING THE OFFICIAL ZONING CODE AS ADOPTED BY ORDINANCE NO. 1768-2019 AS AMENDED AND ADOPTING A NEW ZONING CODE AND ZONING MAP AS THE OFFICIAL ZONING CODE AND ZONING MAP OF THE CITY OF ELSMERE, KENTUCKY**

Councilman Moore made motion to accept the Ordinance as read. Councilwoman Barnett Smith seconded the motion. Mayor Lenhof called for a roll call vote. Councilwoman Grubbs -Aye, Councilwoman Barnett Smith – Aye, Councilman Moore – Aye, and Councilman Daniels – Aye. Motion carried and so ordered.

**Ordinance 1807-2021 – Renewal of Franchise Agreement for Cincinnati Bell  
City Attorney Greg Voss Read in Summary Ordinance 1807-2021 for the first reading**

**REPORTS FROM COUNCIL:**

**Councilwoman Grubbs** wanted to bring a flyer to the attention of council from People Working Cooperatively. The flyer is for weatherization service. The flyer will be put on the city’s Facebook page.

**Councilwoman Bowman** was not in attendance.

**Councilman Moore** reported that at the December Caucus Chris Hartman with the Fairness Group would be in attendance. Also, at the December Caucus Brandon with Soul Palette will be there to discuss murals that are being proposed within the city.

**Councilman Daniels** Thanked Chief Maier for the Gift Card Initiative, it has been well received.

**Councilwoman Barnett Smith** had no report.

**Councilwoman Mitchell** was not in attendance.

**Executive Session:**

Councilwoman Grubbs made a motion to enter executive session pursuant to KRS 61.810 (1) (b) proposed and pending litigation. Councilwoman Barnett Smith seconded the motion. Council entered executive session at 7:17 pm.

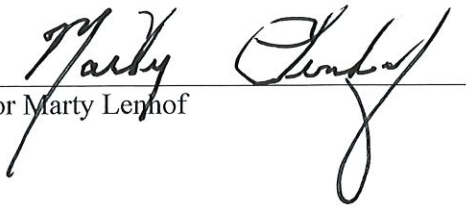
Councilwoman Bowman made a motion to exit executive stated that no action was taken. Councilman Moore Smith seconded the motion. Council exited executive session at 7:15 pm.

**Municipal Order 19-2021 – Resolving the Outstanding Issues with Duke Energy.**

City Attorney Greg Voss read in summary the order. Councilwoman Grubbs made a motion to accept Municipal Order 19-2021 as read. Councilwoman Barnett Smith seconded the motion. All members voted aye. Vote: 4-0, motion carried and so ordered.

**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 7:32 p.m.

  
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Mayor Marty Lennhof

Attest:

  
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Misty Ezell, City Clerk