

MEETING MINUTES OF THE ELSMERE CITY COUNCIL
February 8, 2022
6:30 PM

LOCATION: 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 Gloria Grubbs, Councilwoman Joanne Barnett Smith, Councilwoman Nancy Bowman, Councilman Malcolm Daniels, and Councilwoman Lisa Mitchell.

Councilman Aaron Moore was not in attendance.

APPROVAL OF MINUTES:

Councilwoman Bowman made a motion to approve the minutes of the December 14, 2021, Council Meeting. Councilwoman Grubbs seconded the motion. All members voted aye. **Motion carried and so ordered.**

Councilman Daniels made a motion to approve the minutes of the January 4, 2022, Caucus Meeting. Councilwoman Grubbs seconded the motion. All members voted aye. **Motion carried and so ordered.**

Councilwoman Grubbs made a motion to approve the minutes of the February 1, 2022, Caucus Meeting. Councilwoman Mitchell seconded the motion. All members voted aye. **Motion carried and so ordered.**

GENERAL ITEMS:

Municipal Order 3-2022 – Harrison Farm and List Farm IRBs – Bond Order

City Clerk Misty Ezell read the order in summary. Councilwoman Bowman made a motion to approve the order as read. Councilman Daniels seconded the motion. All member voted aye. **Motion Carried and so ordered.**

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 that things with the city continues to run smoothly. There were no questions for this department.

Public Works Director Chris Zerhusen reported that the department had been busy with recent snows. He also reported that the department had some of their vehicles break down in which they were working on getting repaired.

Councilwoman Lisa Mitchell expressed her appreciation to the department for all of their hard work.

Police Chief Joe Maier submitted a written report. Chief reported that the department was in the process of completing the FATS training provided by the Kentucky League of Cities.

He reported that the sUAS (Drone Unit) has officially started. Sgt. Metzger has worked hard to develop this program. The unit is comprised of four police officers and one Sergeant.

The department is currently taking applications for the position of police recruit. The opening has been posted and the department has completed the physical agility test. Once a conditional offer has been given the recruit will be scheduled to begin the academy in July of 2022.

Sgt. Day and Detective Higgins completed a random audit of the property room. The inspection passed and will be submitted to the accreditation file.

Parks and Recreation Director Denise Donahue submitted a written report. The city hosted a Roller Skating event on January 9th. Denise will begin looking at the city's parks to access what needs changed. She is also trying to set up a bowling event.

City Clerk Misty Ezell reported that during the months of January and February the city had been busy. The delinquent tax bills were mailed out on February 7, 2022.

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 – Mayor Lenhof reported that the insulation for the roof insulation had been delivered. He also stated that the windows are ready but will not be delivered to the site until they are ready to be installed.

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

Mayor's Report – Mayor Lenhof reported that he had went out with Public Works Director during the recent snow storms. He stated that the city may look into contracting with another company to help with our streets in case of another weather event. He will have City Administrator Dowling reach out to our insurance company.

City Administrator's Report - City Administrator Dowling was not in attendance.

GENERAL ITEMS:

Executive Order 17-2021 – Hiring Brian Ralston to the Public Works Department.

Executive Order 1-2022 – Extending Covid Pay through the end of the Fiscal Year.

Executive Order 2-2022 – Appointing PDS Representatives.

Municipal Order 1-2022 – Declaring Items as Surplus and Transferring to Grant County Sheriff Department.

City Clerk Misty Ezell read the order in summary. Councilwoman Grubbs made a motion to approve the order as read. Councilwoman Mitchell seconded the motion. All members voted aye. **Motion carried and so ordered.**

Municipal Order 2-2022 – Declaring Items as Surplus and Transferring to the Millersburg Police Department.

City Clerk Misty Ezell read the order in summary. Councilwoman Bowman made a motion to approve the order as read. Councilwoman Grubbs seconded the motion. All members voted aye. **Motion carried and so ordered.**

Municipal Order 4-2022 – Authorizing Purchase of N95 Masks using ARPA Funds.

City Clerk Misty Ezell read the order in summary. Councilwoman Grubbs made a motion to approve the order as read. Councilwoman Bowman seconded the motion. All members voted aye. **Motion carried and so ordered.**

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

Ordinance 1810-2021 – Amending Personnel Policy

Attorney Greg Voss Read in Summary Ordinance 1810-2021 for the Second reading

AN ORDINANCE ENACTING AND ADOPTING A SUPPLEMENT TO THE CODE OF ORDINANCES OF THE CITY OF ELSMERE, KENTUCKY.

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

REPORTS FROM COUNCIL:

Councilwoman Grubbs had no report, but asked about the memorial banners. Public Works Director Chris Zerhusen stated that he plans to follow-up with the banner company.

Councilwoman Bowman had no report.

Councilwoman Mitchell wanted to thank the Public Works Department for all of their had work during the recent snow storms.

Councilwoman Barnett Smith wanted to thank the Public Works Department for all of their hard work during the recent snow.

Councilman Daniels stated that the Public Works Department did a fantastic job cleaning the city's roads.

Councilman Moore was not in attendance.

ADJOURNMENT

Councilwoman Barnett Smith made a motion to adjourn. Councilman Daniels seconded the motion. All members present voted aye. **Motion carried and so ordered.** Meeting adjourned at 7:01 p.m.



Mayor Marty Lenhof

Attest:



Misty Ezell, City Clerk