

MEETING MINUTES OF THE ELSMERE CITY COUNCIL

April 9, 2024

6:30 PM

LOCATION: Elsmere City Building

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 Joanne Barnett Smith, Councilman Malcolm Daniels, and Councilwoman Missy Tester. Councilwoman Maria Vogt, Councilwoman Gloria Grubbs, Councilwoman Serena Owen were absent.

Attorney Voss advised that due to lack of quorum present, the meeting can continue, but no legislative action can occur. Mayor Lenhof agreed to continue the meeting, but allowed TBNK to leave as there would not be any votes taken to pass legislation.

AUDIENCE REMARKS: Since the Caucus Meeting on April 2, 2024, was cancelled, Mayor Lenhof opened with public comments. Mr. Eric Bunzow thanked everyone for the long process of the chicken pilot program and eventually passing the legislation to allow chickens.

ADMINISTRATIVE REPORTS:

Code Enforcement Officer & Zoning – Mr. Chris Preston, PDS and Mr. Rich Aliff were not in attendance but submitted written reports to Council. Regular meetings with PDS staff and administration as well as city administration have been taking place to help streamline the reporting and follow-through process.

Public Works Director Chris Zerhusen – Mr. Zerhusen reported he is moving forward and hoping to award the contract for the City Building Steps project soon and hopes to get the project moving forward. The decorative streetscape in front of US Bank was awarded to TMS with an estimated completion date prior to the Memorial Day parade. A request for Engineering Services went out and all proposals will be reviewed in the coming week. Banners for Memorial Day will be going up in the coming week. The Welcome signs in the right of way are on hold until the City Engineer has been selected, as they will work with KYT to submit plans for approval.

Police Chief Russ Wood – Chief Wood stated that filling vacancies within the department remains his highest priority until the agency is at full capacity. Chief Wood thanked his recruitment committee for their ongoing efforts. Officer Perry will report to the Academy on April 21st. Officer Adam Markesbery started on March 25th. Officer Wenning and K9 Onyx held a demonstration at St. Henry for 5th Graders on March 4th. The Department participated in the annual Touch-A-Truck event at Dorothy Howell Elementary on March 6th for Kindergarten and 1st graders. Chief Wood and Mayor Lenhof were guest evaluators on the persuasive writing project with 5th grade students from Dorothy Howell on March 18th. The students presented their proposals on the selected topic, either for or against the issue.

Parks and Recreation Director Denise Donahue – Councilwoman Barnett Smith announced the Easter Egg Hunt was well attended. They are considering some different ideas for next year on staggering times for different age groups and even trying to accommodate special needs individuals.

City Clerk Katie Hehman – Ms. Hehman stated the job posting for the Deputy Clerk position has been posted. Cross-training with the City Treasurer position continues. Guest Wi-Fi access for the City Building has been set up. The NKADD sent out forms to be completed, for Financial Disclosure, please complete and return those forms as soon as possible. Ms. Hehman will be attending the Kentucky Municipal Clerks Spring Conference on April 17-19.

City Treasurer Jessica Lucius – Ms. Lucius stated that the annual UFIR and current ARPA reporting have been completed and submitted.

April 9, 2024, Council Meeting Minutes

Councilwoman Gloria Grubbs – absent.

Councilwoman Serena Owen – absent.

Councilwoman Maria Vogt – absent.

ADJOURNMENT:

Councilman Daniels made a motion to adjourn the meeting. Councilwoman Tester seconded the motion.

The meeting was adjourned at 7:51 p.m.



Mayor Marty Lenhof

Attest:



Katie Hehman/City Clerk

Community Center Director Carol Cope submitted a written report. Councilwoman Barnett-Smith asked about building upgrades to the Community Center and if that was going to be in the upcoming budget.

The Mayor's Report – Mayor Lenhoff reported that he and Chief Wood worked with 5th graders at Howell Elementary to identify an issue facing the City presented their solutions to the issue. The students presented well thought out presentations using PowerPoint. Mr. Bartlett has been working with staff on presenting a new budget for the upcoming fiscal year. The annual Memorial Day Parade will begin at the VFW. Plans are on-going to plan a Ribbon Cutting and Open House date for the City Building. There are several items that need to be completed to open the building to the public.

City Administrator's Report – Mr. Bartlett stated that his primary focus remains on preparing the upcoming FY 24-25 budget to be presented at the May Caucus Meeting. The focus will be on services to the citizens, including parks, roads and giving back to the community. The unfilled Deputy Clerk position has been advertised. The RFQ for City Engineering Services has been advertised. Mr. Bartlett has been working closely with PDS and City staff to make the process of reporting and tracking any issues or violations easier. Mr. Aliff will expand his role and serve as the liaison to PDS and work with Mr. Preston. There is no update on the Turkeyfoot Mural project. No committee has been formed or met as nothing has been received from the Art Teacher.

GENERAL ITEMS:

Legislative Items requiring action were postponed until the May Council Meeting:

Ordinance 1832-2024 2nd Reading – Adding Code Enforcement Liens to Property Tax Bills

Resolution 2-2024 Authorizing the Mayor to sign the Joinder Agreement with Kentucky Deferred Compensation.

The following Executive Orders were read and reviewed:

Executive Order 7-2024 Appointing Allana Gillen to 3-year term – Kenton County Joint Code Enforcement

Executive Order 8-2024 Appointing Tyler Perry to Police Officer

Executive Order 9-2024 Appointing Adam Markesbery to Police Officer

Executive Order 10-2024 Appointing Katie Hehman to ABC Administrator

Executive Order 11-2024 Modifying and Revising Police Policy and Procedure Manuals

COUNCIL REPORTS:

Councilwoman Missy Tester – No report.

Councilwoman Joanne Barnett Smith – Councilwoman Barnett Smith stated the Historical Society is temporarily meeting at the Elsmere Community Center. There will be a Historical Society Meeting on Thursday, April 11th at 7pm for anyone interested in attending.

Councilman Malcolm Daniels – Councilman Daniels reported the Northern Kentucky Juneteenth Committee will once again host the Juneteenth Parade. It begins at Dixie and Garvey and proceeds to First Baptist Church for the Community Cookout and activities.