

**CAMPBELL COUNTY FISCAL COURT
MINUTES**

April 23, 2008

A meeting of the Campbell County Fiscal Court was held on Wednesday, April 23, 2008, 5:30 p.m. at the Campbell County Fiscal Court, 24 West Fourth Street, Newport, Kentucky.

In attendance at the meeting were:

COUNTY JUDGE/EXECUTIVE:
STEVE PENDERY

COUNTY COMMISSIONERS:
DAVID OTTO
KENNETH RECHTIN
MARK HAYDEN

Justin Verst	County Attorney
Melissa Williams	Director of Administration
Jim Seibert	Director of Fiscal Affairs
Naguanda Deaton	HR Director
Col. Keith Hill	Chief, Campbell County Police Department
Sarah Collins	Housing Director
Ken Knipper	OEM Director
Susan Prather	Fiscal Court Clerk
John Austin	Government Relations Manager
David Plummer	Administrative Analyst

The meeting was called to order by Judge Pendery at 5:30 p.m.

Judge Pendery called for a moment of silence followed by the Pledge of Allegiance. Following roll call, a quorum was declared present.

Minutes of the Fiscal Court Special Meeting (regular meeting rescheduled) held April 9, 2008 were presented by Judge Pendery. Motion was made by Commissioner Otto and seconded by Commissioner Hayden to approve the minutes of April 9 as presented by Clerk. All voted "AYE" and the motion passed unanimously.

Judge Pendery recognized citizens or public officials wishing to address the Court. There being no one wishing to address the Court, Judge Pendery called for the presentation of Old Business. Melissa Williams stated there was no Old Business before the Court.

Judge Pendery then called for the presentation of New Business. Ms. Williams requested a motion to proclaim April 27th through May 3rd as Volunteer Appreciation Week in Campbell County. The County wishes to honor and thank the individuals who serve on our various boards

and who volunteer in our departments to assist the County with their talents. She stated that Staff is preparing a letter of thanks to be directed to each individual during this week. Motion was made by Commissioner Rehtin and seconded by Judge Pendery. There being no further discussion, all voted "AYE" and the motion passed unanimously.

Ms. Williams then presented Resolution R-37-08 to the Court for consideration. The Resolution was read by title and a summary given: a resolution of the Campbell County Fiscal Court approving the annual Section 8 Contract Renewal and Increase Contract and Fair Market Rents for Lakeside Terrace Apartments. She noted that contract rent increased from \$320.00 to \$360.00 and fair market rent increased from \$377.00 to \$417.00 and will go into effect July 1, 2008. Sarah Collins, Director of Housing, was available for questions. Motion was made by Commissioner Rehtin and seconded by Judge Pendery. There being no further discussion, all voted "AYE" and the motion passed unanimously.

Resolution R-38-08 was then presented by Ms. Williams. The Resolution was read by title and a summary given: a resolution of the Campbell County Fiscal Court authorizing the County Judge/Executive to execute a Memorandum of Agreement with the Kentucky Board of Emergency Medical Services/KCTCS for Fiscal Year 2008 Ambulance Service Block Grant funding. She stated that the application for funding was made in December and that the MOA is in need of execution in order for the release of funds. Motion was made by Commissioner Otto and seconded by Commissioner Rehtin. There being no further discussion, all voted "AYE" and the motion passed unanimously.

Next, Ms. Williams presented Resolution R-39-08 to the Court for consideration. The Resolution was read by title and a summary given: a resolution of the Campbell County Fiscal Court approving Northern Kentucky Community Action Commission as the non-profit organization for the administration of the Emergency Shelter Grant Assistance Program for 2008/2009. She noted that CAC will administer the program in eight counties and will provide approximately \$10,000.00 to Campbell County residents. Motion was made by Commissioner Rehtin and seconded by Judge Pendery. There being no further discussion, all voted "AYE" and the motion passed unanimously.

Ms. Williams then presented Resolution R-40-08 to the Court for consideration. The Resolution was read by title and a summary given: a resolution of the Campbell County Fiscal Court authorizing the County Judge/Executive to execute two-year renewal agreements with towing and recovery operators. She noted that the Agreements are with Seibert Auto Service, Silver Grove Motors, Dempsey's Towing, Ed Krift Body Shop and Simon's Towing and Recovery. The Agreements do not contain fee increases. Chief Keith Hill was available for questions. Judge Pendery noted that the lack of increase in fees is unusual but welcomed. There being no further discussion, all voted "AYE" and the motion passed unanimously.

Resolution R-41-08 was next to be presented by Ms. Williams. The Resolution was read by title and a summary given: a resolution of the Campbell County Fiscal Court regarding the annual review of the Campbell County Detention Center's Policy and Procedures Manual. She explained that the Department of Corrections requires that the Fiscal Court annually review the manual. A complete overhaul of the policy manual will take place within the next year. Motion was made by Commissioner Otto and seconded by Commissioner Hayden. There being no further discussion, all voted "AYE" and the motion passed unanimously.

Items of Personnel were then brought before the Court. Ms. Williams presented Resolution R-42-08 to the court for consideration. The Resolution was read by title and a summary given: a resolution of the Campbell County Fiscal Court authorizing the County Judge/Executive to put into place a policy governing the use of county-provided cell phones to employees and their associated fringe benefit taxes and to amend the Administrative Code to include said policy. She stated that the policy was drafted by Brett Ruschman, IT Director, aided by Naguanda Deaton, HR Director, after performing the necessary research. Judge Penderly noted that the policy results from a visit by the IRS to Boone County Fiscal Court at which the issue was identified. He explained that the policy allows for IRS regulations but keeps the administrative paperwork to a minimum. Jim Seibert, Director of Finance, stated that the provision must be shown on the employee's W2 as a benefit/income. The Policy will become effective July 1, 2008. Motion was made by Judge Penderly and seconded by Commissioner Rehtin. There being no further discussion, all voted "AYE" and the motion passed unanimously.

Next, Resolution R-43-08 was presented by Ms. Williams. The Resolution was read by title and a summary given: a resolution of the Campbell County Fiscal Court contracting with Anthem Blue Cross and Blue Shield to provide medical and life insurance plans to eligible employees of the Campbell County Fiscal Court and Campbell County Detention Center effective July 1, 2008 through June 30, 2009. Naguanda Deaton, HR Director, was available for questions. Motion was made by Judge Penderly and seconded by Commissioner Otto. Judge Penderly commented that all Staff should be informed of the benefits of the HSA account. Ms. Deaton stated that informational meetings will be held the following week to inform the employees of the various plans available and to address any questions. There being no further discussion, all voted "AYE" and the motion passed unanimously.

Ms. Williams then presented Resolution R-44-08 to the Court for consideration. The Resolution was read by title and a summary given: a resolution of the Campbell County Fiscal Court to contract with Dental Care Plus to offer dental insurance through payroll deduction to all eligible employees of the Campbell County Fiscal Court and Detention Center. Ms. Deaton noted that the contract includes a five percent increase from the previous year. Motion was made by Judge Penderly and seconded by Commissioner Rehtin. There being no further discussion, all voted "AYE" and the motion passed unanimously.

Resolution R-45-08 was then presented by Ms. Williams. The Resolution was read by title and a summary given: a resolution of the Campbell County Fiscal Court to renew contract with Chard Snyder to offer Flexible Spending Accounts (Section 125) to all eligible employees of the Campbell County Fiscal Court and Campbell County Detention Center. Motion was made by Judge Penderly and seconded by Commissioner Otto. There being no further discussion, all voted "AYE" and the motion passed unanimously.

Ms. Williams then requested a motion to re-nominate Carla Austin, RN to serve on the Campbell County Local Health Board. Said recommendation will be submitted to the Secretary of the Kentucky Cabinet for Health Services. Motion was made by Judge Penderly and seconded by Commissioner Hayden. There being no further discussion, all voted "AYE" and the motion passed unanimously.

A motion to recommend to the Campbell County Local Board of Health the appointment of Emma Shipp, RN to the Northern Kentucky Independent Health Board for a four (4) year term, effective July 1, 2008 through June 30, 2012, was then requested by Ms. Williams. Motion was made by Judge Pendery and seconded by Commissioner Rehtin. Ms. Williams noted that Ms. Shipp has provided her bio for the Court's review. There being no further discussion, all voted "AYE" and the motion passed unanimously.

A motion to appoint Gerri Jones to the Campbell County Assessment Appeal Board for a three year term effective June 1, 2008 through May 31, 2011 was requested by Ms. Williams. She stated that Ms. Jones is a Newport Realtor and will replace Stephanie Steffen on the board. Ms. Williams added that Mr. Dan Braun, County PVA, is pleased with the appointment. Motion was made by Judge Pendery and seconded by Commissioner Rehtin. There being no further discussion, all voted "AYE" and the motion passed unanimously.

Next, Ms. Williams requested a motion to reappoint Roger Mason to the Campbell County & Municipal Board of Adjustments for a four year term effective April 21, 2008 through April 20, 2012. Motion was made by Judge Pendery and seconded by Commissioner Hayden. There being no further discussion, all voted "AYE" and the motion passed unanimously.

Upon the conclusion of New Business, Judge Pendery invited reports from Staff. In the absence of Mr. Horine, County Administrator, Ms. Williams presented Resolution R-46-08 to the Court for consideration. The Resolution was read by title and a summary given: a resolution of the Campbell County Fiscal Court authorizing the County Judge/Executive to execute a deed to the County of Campbell, Kentucky, a political subdivision of the Commonwealth of Kentucky that describes the 1.64 acres of real estate that has been acquired by Campbell County, Kentucky, from various owners over a period of time that now comprises the real estate wherein the Campbell County Administrative and Health Clinic Project is situated and wherein the new Campbell County Administrative and Health Clinic Building is to be constructed. She explained that multiple properties were assembled for this project and it is desirable for purposes of future transactions, including issuance of bonds for this project, to execute a single consolidated deed for the property. Motion was made by Commissioner Otto and seconded by Judge Pendery. Commissioner Hayden asked for clarification regarding the deed. Mr. Justin Verst, County Attorney, clarified that the plat depicts the lot in question but the deed does not. He explained that the property contains a small piece of lot 59 but does not contain lot 58 or lot 59 in its entirety. Mr. Seibert questioned whether any cost is involved with the deed consolidation. Mr. Verst stated costs are involved with the surveying and recording. Ms. Williams added that costs are incurred with the attorney. There being no further discussion, all voted "AYE" and the motion carried unanimously.

Ms. Williams then presented Resolution R-48-08 to the Court for consideration. The Resolution was read by title and summary given: a resolution of the Campbell County Fiscal Court acknowledging the execution of an application for Homeland Security Grant Funds from the Commonwealth of Kentucky in the amount of \$15,015.00. She stated that the application was prepared by Campbell County Consolidated Dispatch but requires a local government to be the legal application. Motion was made by Commissioner Rehtin and seconded by Commissioner Otto. There being no further discussion, all voted "AYE" and the motion passed unanimously.

Ms. Williams then requested a motion to enter into Executive Session at the conclusion of all business pursuant to KRS 61.810(1)(b) deliberations on the future acquisition or sale of real property by a public agency and KRS 61.810(1)(c) discussions of proposed or pending litigation against or on behalf of the public agency. She noted that no action will be required following the Executive Session. Motion was made by Commissioner Hayden and seconded by Commissioner Rehtin. There being no further discussion, all voted "AYE" to enter into Executive Session upon conclusion of all other business.

Neither the County Attorney nor the County Commissioners had reports to submit.

Judge Pendery reported that the City of Highland Heights announced that afternoon their plans for the annexation of Northern Kentucky University to become effective July 1, 2008. He explained that the annexation will allow the collection of payroll taxes by the City which in turn the City has granted some concessions to the University. Commissioner Hayden commented that the annexation is a positive step forward. He added that it is his hope that the two entities work together to install sidewalks along Johns Hill Road in light of the safety concerns presented to students walking the roadway. Chief Hill noted that a pedestrian was struck that morning in front of Skyline Chili located on Johns Hill Road.

A report from the Fiscal Director was then invited by Judge Pendery. Mr. Jim Seibert, Director of Fiscal Affairs, presented Resolution R-47-08 to the Court for consideration. The Resolution was read by title and a summary given: a resolution of the Campbell County Fiscal Court authorizing payment of claims payable from the Community Block Grant for the Campbell County Homebuyer Program. Mr. Dennis Elrod was available for questions. Motion was made by Commissioner Rehtin and seconded by Judge Pendery. There being no further discussion, all voted "AYE" and the motion passed unanimously.

Mr. Seibert then requested a motion to acknowledge the "Notice of Decision of State Local Debt Officer" for issuance of General Obligation Public Project Bonds, Series 2008, for the new Administrative Facility Project not to exceed \$15M. Commissioner Hayden requested clarification as to the aggregate principal amount. Mr. Seibert explained that the favorable decision allows up to \$15M but that a decision has not yet been finalized by the County as to the final amount. Motion was made by Commissioner Otto and seconded by Commissioner Hayden. There being no further discussion, all voted "AYE" and the motion passed unanimously.

Mr. Seibert next requested a motion to approve the Claims as presented. Mr. Verst stated he reviewed the Claims as required by law and all appear to be in order. Motion was made by Commissioner Otto and seconded by Commissioner Hayden that the claims be approved. There being no further discussion, all voted "AYE" and the motion passed unanimously. Commissioner Hayden noted his desire to speak with Mr. Seibert regarding the Financial Report.

The Fiscal Court then entered into Executive Session per KRS 61.810(1)(b) and 61.810(1)(c) at 6:02 p.m. Upon exiting Executive Session, it was moved by Commissioner Rehtin and seconded by Judge Pendery to resume the regular meeting. There being no further discussion, all voted "AYE" and the motion passed unanimously.

There being no further business before the Court, motion was made by Commissioner Rehtin and seconded by Commissioner Otto to adjourn. All voted "AYE" and the meeting adjourned at 6:46 p.m.

Attachments:

Proclamation for Volunteer Appreciation Week

- Resolution R-37-08 Annual Section 8 Contract Renewal and Increase Contract
 - Resolution R-38-08 MOA with Commonwealth of Kentucky regarding SB66 Monies for Ambulances
 - Resolution R-39-08 NKCAC to Administer Emergency Shelter Grant for FY09
 - Resolution R-40-08 Renewal Agreements for Towing and Recovery Operations
 - Resolution R-41-08 Annual Review of Campbell County Detention Policy and Procedure Manual
 - Resolution R-42-08 Policy for County Provided Cell Phones
 - Resolution R-43-08 Contract for Medical and Life Insurance
 - Resolution R-44-08 Contract for Dental Care
 - Resolution R-45-08 Contract for Flexible Spending Accounts
 - Resolution R-46-08 Authorization to Execute a Consolidated Deed for 1098 Monmouth Street
 - Resolution R-47-08 CDBG Grant
 - Resolution R-48-08 Acknowledgement of Execution of Homeland Security Grant
- Acknowledgement Receipt of Approval from the State Local Debt Officer for the Issuance of
General Obligation Public Project Bonds Not to Exceed \$15M
Claims April 23, 2008

Approved:

STEVE PENDERY
Campbell County Judge/Executive

Attest:

SUSAN A. PRATHER
Fiscal Court Clerk