

**CAMPBELL COUNTY FISCAL COURT  
MINUTES**

**March 16, 2011**

A regular meeting of the Campbell County Fiscal Court was held on Wednesday, March 16, 2011, 5:30 p.m. at the Campbell County Fiscal Court Chambers at 1098 Monmouth Street, Newport, Kentucky.

Preceding the opening of the Fiscal Court meeting, a public hearing was held at 5:15 p.m. for the purpose of receiving public comments on the Annual Agency Plan for the Campbell County Housing Department. Present at the hearing were:

Steve Pendery, Campbell County Judge Executive  
Pete Garrett, County Commissioner  
Brian Painter, County Commissioner  
Kenneth Rechtin, County Commissioner  
Steve Franzen, County Attorney  
Robert Horine, County Administrator  
Melissa Williams, Director of Administration  
Paula Spicer, Fiscal Court Clerk  
Jim Seibert, Director of Fiscal Affairs  
Colonel Keith Hill, Campbell County Police Department  
Greg Buckler, Jailer  
Sarah Collins, Director of Housing  
William Turner, Director of Office of Emergency Management

Sarah Collins opened the public hearing on the Annual Agency Plan. She explained that the annual plan sets out the goals and strategies for the agency for the year beginning July 1, 2011 through June 30, 2012. The plan has been available for public inspection in the Housing Department since January 28, 2011. Ms. Collins asked if there were any questions or comments. There being none, the public hearing was closed at 5:20 p.m.

In attendance at the regular meeting were:

COUNTY JUDGE/EXECUTIVE:  
STEVE PENDERY

COUNTY COMMISSIONERS:  
PETE GARRETT  
BRIAN PAINTER  
KENNETH RECHTIN

Robert Horine	County Administrator
Steve Franzen	County Attorney
Jim Seibert	Fiscal Director
Melissa Williams	Director of Administration

Paula Spicer  
Colonel Keith Hill  
Greg Buckler  
Sarah Collins  
William Turner

Fiscal Court Clerk  
Campbell County Police Chief  
Jailer  
Director of Housing  
Director of Office of Emergency Management

The meeting was called to order at 5:30 p.m. by Judge Pendery. Cable Access was present to film the meeting.

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

Minutes from the Fiscal Court regular meeting of March 2, 2011 were presented. Motion was made by Commissioner Painter, seconded by Commissioner Rehtin to approve the minutes. All voted "AYE" and the motion passed.

Judge Pendery invited comments from the public.

JR Roth, Campbell County resident, stated that the Federal minimum wage is \$7.25/hour. He stated that it looks like the County is hiring people at 31-36% over the minimum wage. He does not know exactly what kind of work these jobs entail, but the Federal minimum wage for concession workers would be \$2.00/hour if they are making tips. Mr. Roth also questioned whether serving on the local health board is a paid position. Judge Pendery replied that Health Board members are not paid positions.

Jim Pfister asked what kind of IT services the County is contracting for and why. Judge Pendery stated that they will address Mr. Pfister's questions when the item comes up on the agenda.

Kevin Gordon, Wilder, Kentucky, thanked Commissioners Painter, Garrett and Rehtin for answering his questions regarding funding of the Health Department. His concern was whether the Health Department's budget would increase due to the enforcement of Kenton County's recently enacted smoking ordinance and consequently affect Campbell County's prorata share paid to the Health Department. Mr. Gordon stated that he attended the last meeting at the Health Department which is open to the public, however questions are not permitted unless submitted in advance. He acknowledged that the contributions to the Health Department are based on property values and therefore Boone and Kenton Counties pay more than Campbell County. Judge Pendery stated that the Health Department does not anticipate hiring new employees or incur additional expenses enforcing the smoking ordinance. He pointed out that the Health Department responds where there is a need regardless of the amount of contribution. Mr. Gordon suggested that any paid appointees to boards should become more involved in the budgetary process and operation of the agency.

Greg Schultz, President of the Campbell County Firefighters' Education Association (CCFEA), and a member of the Ft. Thomas Fire Department, reported to the Fiscal Court on the Education Association. Mr. Schultz began by giving a history of the CCFEA which began in the early 1960's and how early communications by phone have improved with the formation of the

Campbell County Consolidated Dispatch Center. He explained the kind of training that is provided by the CCFEA, the classroom facilities, training tower, smokehouse and mobile burn center. Some of this training equipment was acquired with federal or state grant funds, but the CCFEA pays for its maintenance and insurance. Mr. Schultz talked about the local fire departments in Campbell County and the mandatory staffing levels and minimum standards. He described the advancements in emergency medical services. Mr. Schultz commended the coordinated efforts toward regionalism especially in the field of emergency management. Commissioner Rehtin requested that Mr. Schultz's presentation be put on the County's website and sent to the Commissioners. Most of the statistics presented by Mr. Schultz were from 2009; and he can provide 2010 statistics when available; he can also provide figures from earlier years upon request.

Melissa Williams presented old business beginning with second readings of two ordinances. Ordinance O-04-11 was read by title and summary given. O-04-11 amends the Campbell County Detention Center Policy and Procedure Manual for the Restricted Custody Center to include changes requested by the Kentucky Department of Corrections. Commissioner Rehtin made a motion to adopt O-04-11, seconded by Commissioner Garrett. All voted "AYE" and the motion passed.

Ordinance O-05-11 was read by title and summary given. O-05-11 amends Campbell County Ordinance O-19-87 amended and last amended by Ordinance O-04-09, relating to the Campbell County Detention Center Policy and Procedure Manual Sections on Food Services and Medical Services. Commissioner Rehtin made a motion to adopt O-05-11, seconded by Commissioner Garrett. All voted "AYE" and the motion passed.

New Business was introduced with Resolution R-22-11 which was read by title and summary given. R-22-11 adopts the Agency Annual Plan for the Department of Housing. The Agency Annual Plan was the subject of the public hearing preceding the regular meeting. Judge Penderly made a motion to adopt R-22-11, seconded by Commissioner Rehtin. JR Roth, a landlord in Campbell County, stated that people are leaving Hamilton County, Ohio, and going to Newport Millennium housing program instead of Campbell County's program; he wonders why. Sarah Collins replied that she can not say why people chose to live where they do; however Campbell County's agency is Section 8 only and individuals may use their housing choice vouchers wherever they deem appropriate. All voted "AYE" and the motion passed.

Resolution R-23-11 was read by title and summary given. R-23-11 acknowledges acceptance of a Community Development Block Grant from the Commonwealth of Kentucky, Department of Local Government, to purchase a new generator for the Campbell County Police Department and Office of Emergency Management facility. The Fiscal Court was awarded a \$76,500 grant to replace the generator; there is no match required for the grant. All paperwork has been completed and submitted to the Department of Local Government. Commissioner Rehtin made a motion to adopt R-23-11, seconded by Commissioner Garrett. All voted "AYE" and the motion passed.

A motion was requested to accept title to a 2002 Ford E-450 van offered by the Transit Authority of Northern Kentucky. Motion was made by Commissioner Rehtin, seconded by Commissioner Garrett. All voted "AYE" and the motion passed.

Resolution R-24-11 was read by title and summary given. R-24-11 authorizes a vehicle lease to Evergreen Cemetery Company. Judge Pendery made a motion to adopt R-24-11, seconded by Commissioner Garrett. Robert Horine explained that Evergreen Cemetery Company will pay for all maintenance costs, and insurance on the vehicle with the Fiscal Court named as an additional insured on the policy. He stated that there is no cost to the County associated with this lease agreement. Judge Pendery stated that this transaction is not costing the County anything and the cemetery will get a lot of use from the vehicle. Commissioner Rehtin pointed out that the Evergreen Cemetery is a non profit cemetery and they are using Campbell County Detention Center inmates for maintenance work to offset their losses. All voted "AYE" and the motion passed.

Resolution R-25-11 was read by title and summary given. R-25-11 authorizes the County Judge/Executive to execute a support service contract with Global Business Solutions, Inc. for the period April 1, 2011 through March 31, 2012. This is a renewal of an existing contract with Global. Judge Pendery made a motion to adopt R-25-11, seconded by Commissioner Painter. Robert Horine explained that the Fiscal Court has an IT staff, but also has this contract for assistance with issues requiring greater technical expertise and to provide extra help on projects that the county's 2 ½ person staff doesn't have the time or capacity implement. The contract provides 10 hours of services for \$1,050 per month on an as needed basis. Unused hours may be carried over to the next month. Mr. Horine stated that they occasionally have called upon Global for assistance with the County's contracts with other cities/agencies. The Fiscal Court discussed contracting all IT services at the last couple of meetings. Commissioner Rehtin stated that Global is an excellent company and provides IT services to other government agencies and businesses in Northern Kentucky. All voted "AYE" and the motion passed.

A motion was requested to authorize the advertisement of a Request for Proposals for the purpose of hiring a construction manager to oversee the new addition to the Campbell County Animal Shelter. Ms. Williams advised that the Animal Shelter addition, estimated at \$160,000 is being funded by a Kentucky Department of Agriculture grant and donations to the Shelter. Motion was made by Commissioner Garrett, seconded by Commissioner Rehtin. Robert Horine explained that the expansion will include additional kennels, an examine room, a storage room and staff restroom, all at no cost to the County. The Request for Proposals seeks an individual or firm to design the addition and oversee the construction. The construction phase will be let out for bids. He stated that they hope to have the project completed by fall 2011. The successful proposal will include preparation of the final design, overseeing the bidding process for construction and overseeing the actual construction. All voted "AYE" and the motion passed.

A motion was requested to proclaim April 2011 as National Child Abuse Prevention Month in Campbell County, Kentucky. A Blue Ribbon Ceremony will be held on Friday, April 1, 2011 at 12:00 PM at Tom Gill Chevrolet in Florence to raise awareness of the complex and ongoing issues of child abuse in our area. Motion was made by Commissioner Rehtin, seconded by Judge Pendery. All voted "AYE" and the motion passed.

A motion was requested to proclaim April 2, 2011 as Arbor Day in Campbell County and urge citizens to participate in Arbor Day programs by planting trees and to focus attention on our great natural resource – our forests. Several thousand trees will be planted at A J Jolly Park on April 2<sup>nd</sup> during the Reforest Northern Kentucky event. Motion was made by Commissioner Painter, seconded by Commissioner Garrett. All voted “AYE” and the motion passed.

A motion was requested to appoint Ashley Schoepf to the position of Part-Time Animal Technician at the Campbell County Animal Shelter with compensation set at Grade 6E (\$10.41/hr) effective March 16, 2011. Motion was made by Judge Pendery, seconded by Commissioner Garrett. All voted “AYE” and the motion passed.

A motion was requested to appoint the following seasonal employees for the Recreation Department for the 2011 Recreation Season effective March 16, 2011 through the park season: Timothy Heil, Michael Tillett and Elizabeth Holt as Camping and Concession workers at \$9.54/hr, and Howard Tucker, William Fuller, Carol Fryman III, Paul Kramer and Elman McNeal as Recreation Maintenance workers at \$9.91/hr. Motion was made by Judge Pendery, seconded by Commissioner Rehtin. All voted “AYE” and the motion passed.

A motion was requested to authorize staff to advertise, interview and hire for five Golf Starter/Pro Shop positions at A J Jolly Clubhouse due to the resignation of five part-time people. Motion was made by Judge Pendery, seconded by Commissioner Painter. All voted “AYE” and the motion passed.

A motion was requested to extend the deadline for using 2010 vacation days from April 1, 2010 until June 30, 2011 for certain employees. Motion was made by Judge Pendery, seconded by Commissioner Garrett. All voted “AYE” and the motion passed.

A motion was requested to acknowledge and accept the salary compensation set in accordance with KRS 64.5275 by the Department for Local Government for calendar year 2011 for Steve Pendery, Judge/Executive and Greg Buckler, Jailer, retroactive to January 1, 2011. Motion was made by Judge Pendery, seconded by Commissioner Rehtin. All voted “AYE” and the motion passed.

A motion was requested to recommend to the Campbell County Local Health Board the following individuals to serve on the Northern Kentucky District Board of Health for two-year terms effective July 1, 2011 through June 30, 2013: Pat Dressman (consumer), Dr. Daniel Sheridan DMD (dentist) and Angela Ervin RN (registered nurse). Motion was made by Judge Pendery, seconded by Commissioner Painter. Judge Pendery explained that there are two health boards: the District Board and Local Board. The Local Board makes a recommendation to the State and the State approves appointments to the District Board. The appointees represent a variety of backgrounds. The three individuals appointed are current members of the Board. All voted “AYE” and the motion passed.

Robert Horine requested a motion to meet in Executive Session at the conclusion of the regular 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 on proposed or pending litigation

against or on behalf of the public agency. The Executive Session will take place at the end of the regular meeting and no action will be taken after the Executive Session. Motion was made by Commissioner Rehtin, seconded by Commissioner Garrett. All voted "AYE" and the motion passed.

Commissioner Garrett announced that a meeting will be held at A J Jolly Park on Monday (March 21, 2011) morning with the members of the Horse Network to discuss expansion of the equestrian facilities at the Park.

Judge Pendery announced that a public forum will be held on April 7, 2011 at 7:00 PM at Dixie Heights High School Auditorium, 3010 Dixie Highway, Crestview Hills, Kentucky to discuss the future of 911 dispatching operations in the region.

Judge Pendery listed several upcoming activities planned by the Campbell County Solid Waste Department: the Campbell County Clean Up on March 25 through 27, 2011, Shred Day on April 16, 2011, Tire Amnesty Event on May 19 through 21, 2011, and River Sweep on June 18, 2011. Robert Horine stated that the difference between the County Clean Up and the Tire Amnesty Event is that at the Tire Amnesty individuals can bring as many tires as they want and they can bring bigger sized tires, and commercial interests may participate in the Tire Amnesty event. The State pays for removal of tires collected at the Tire Amnesty event.

Jim Seibert requested a motion to authorize staff to advertise for bids for a replacement generator for the Office of Emergency Management/Campbell County Police facility. Motion was made by Commissioner Rehtin, seconded by Judge Pendery. All voted "AYE" and the motion passed.

A motion was requested to advertise for bids for four (4) warning devices (outdoor sirens). Motion was made by Commissioner Rehtin, seconded by Commissioner Garrett. All voted "AYE" and the motion passed.

A motion was requested to approve the budget transfers as presented for March 16, 2011. Motion was made by Commissioner Rehtin, seconded by Commissioner Garrett. All voted "AYE" and the motion passed.

Mr. Seibert then requested a motion to approve the claims and supplemental claims as presented for March 16, 2011. County Attorney Steve Franzen stated that he has reviewed the claims and all appear appropriate. Motion was made by Commissioner Painter, seconded by Commissioner Garrett. Commissioner Rehtin disclosed for the record, that he is employed by Senior Services of Northern Kentucky. He stated that there are four invoices from Senior Services listed on the claims, and he recuses himself from voting on those particular invoices. All voted "AYE" and the motion passed.

The Fiscal Court adjourned the regular meeting at 7:00 p.m. and convened in Executive Session pursuant to motion and vote taken earlier.

Motion was made by Commissioner Garrett, seconded by Commissioner Painter to adjourn the Executive Session. All voted "AYE" and the motion passed. There being no further business to come before the Fiscal Court, Commissioner Rehtin made a motion to adjourn, seconded by Commissioner Garrett. All voted "AYE" and the meeting adjourned at 8:05 p.m.

**Attachments:**

Ordinance O-04-11 Amend Jail Manual – Restricted Custody Center  
Ordinance O-05-11 Amend Jail Manual – Food and Medical Services  
Resolution R-22-11 Adopt 2011 Housing Department Annual Agency Plan  
Resolution R-23-11 Accept Grant to Replace Generator  
Resolution R-24-11 Authorize Vehicle Lease with Evergreen Cemetery Company  
Resolution R-25-11 Renew Contract with Global Business Solutions for IT Services  
Proclamation National Child Abuse Prevention Month – April 2011  
Proclamation Arbor Day – April 2, 2011  
Transfers of March 16, 2011  
Claims of March 16, 2011

Approved:

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STEVE PENDERY  
Judge/Executive

Attest:

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Paula K. Spicer  
Fiscal Court Clerk