

**CAMPBELL COUNTY FISCAL COURT  
MINUTES**

**February 19, 2014**

A regular meeting of the Campbell County Fiscal Court was held on Wednesday, February 19, 2014, 5:30 p.m. at the Campbell County Administration Building, Fiscal Court Chambers, 1098 Monmouth Street, Newport, Kentucky.

Preceding the opening of the Fiscal Court meeting, a public hearing was held at 5:30 p.m. regarding the application of Ron Steffen for an Entertainment Permit for Down the Road Bar located at 4184 Mary Ingles Highway, Highland Heights, Kentucky in unincorporated Campbell County, Kentucky. Present at the hearing were:

Steve Pendery, 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  
Matt Elberfeld, Director of Fiscal Affairs  
Kim Serra, Human Resources Director  
Cindy Minter, Planning and Zoning Director  
Terry Jolly, Golf Pro/Manager  
Sergeant Thomas Nitschke, Campbell County Police Department  
David Plummer, Administrative Analyst/Solid Waste Coordinator  
Mike Mullen, Parks and Recreation Forman  
Jim Daley, Campbell County Jailer

Judge Pendery opened the public hearing on the application of Ron Steffen for an Entertainment Permit for Down the Road Bar located at 4184 Mary Ingles Highway, Highland Heights, Kentucky in unincorporated Campbell County. The applicant Ron Steffen was present. Steve Franzen advised that he explained his report and recommendation to Mr. Steffen who told him that he was going to request that the hearing be postponed. He stated that also present are residents from the neighborhood that may want to speak about the application. Ron Steffen requested a postponement of the hearing. Mr. Franzen explained that Mr. Steffen would have to readvertise his application. Judge Pendery asked if anybody in the audience would like to speak to the issue. Zac Rohlfer stated that he had sent a letter in opposition to issuance of the entertainment permit due to it being located in a residential neighborhood and the traffic that it will generate. He stated that other residents in the neighborhood feel the same. Mr. Franzen stated that the letters submitted by residents are part of the record and do not need to be resubmitted. They may attend the public hearing when it is rescheduled. There being no further comments, the public hearing was closed at 5:36 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
Melissa Williams	Director of Administration
Matthew Elberfeld	Finance Director
Paula Spicer	Fiscal Court Clerk
Kim Serra	Human Resources Director
Cindy Minter	Planning and Zoning Director
Terry Jolly	Golf Pro/Manager
Sergeant Thomas Nitschke	Campbell County Police Department
David Plummer	Administrative Analyst/Solid Waste Coordinator
Mike Mullen	Parks and Recreation Foreman
Jim Daley	Campbell County Jailer

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 special meeting of February 6, 2014 and the Mayors' Meeting of January 28, 2014 were presented. Motion was made by Commissioner Painter, seconded by Commissioner Garrett to approve the minutes. All voted "AYE" and the motion passed.

Judge Pendery invited comments from the public. There being none, Judge Pendery proceeded with the agenda.

Rob Hans, Chief Engineer, Kentucky Transportation Cabinet District Six, opened a presentation on the Cabinet's recommendations for Fiscal Year 2014-2015 Rural Secondary road funds. Also in attendance from District Six were Andy Yeager and Greg Kreutzjans. Andy Yeager advised that the allotment this year for Campbell County projects is \$803,124 – a slight decrease from last year. The total available from Flex Funds is \$120,469, an increase over last year. Mr. Yeager listed the four projects that are recommended by the Transportation Cabinet for use of Secondary Road funds and a project recommended for use of Flex Funds. Mr. Yeager explained the selection process that was used. Judge Pendery stated that the recommendations will be forwarded to the County's Road Supervisor for his review. Mr. Hans stated that the amount of Flex Funds is based on the condition of rural secondary roads; this year 15% is available. Flex

Funds can be used by the County as it sees fit on county roads, rural secondary roads or state roads. Commissioner Painter asked why the Rt. 536 extension went from 4-lane to 2-lane road. Mr. Hans stated that they are reevaluating the portion of 536 between US 27 and AA Highway in an attempt to reduce costs but still meet the needs of residents. It will likely be a 3-lane road with a turn lane. He stated that the portion of 536 in Kenton County between Independence and the Boone County line will be a 4-lane divided highway due to the higher projected volume of traffic. Mr. Hans stated that the DOT wants a good east-west connector from Boone County to the AA Highway in Campbell County. Kevin Gordon stated that on Johns Hill Road near number 813 there is a huge drop off on the side of the road. He noticed it today, but it was not there yesterday. Mr. Hans stated that he would look into it.

Melissa Williams presented old business with a second reading of Ordinance O-02-14 by title and summary. O-02-14 amends Chapters 30, 34 and 35 and abolishing Chapter 51 of the Campbell County Fiscal Court's County Code of Ordinances. Commissioner Rehtin made a motion to adopt O-02-14, seconded by Commissioner Garrett. All voted "AYE" and the motion passed.

A motion was requested to appoint Paula K. Spicer to the position of Official Custodian of Campbell County Fiscal Court records in compliance with Ordinance (Code Section) 34.15 effective March 1, 2014. Motion was made by Judge Pendery, seconded by Commissioner Rehtin. All voted "AYE" and the motion passed.

A motion was requested to accept the letter of intent to retire from Melissa Williams, Director of Administration, effective March 1, 2014. Motion was made by Judge Pendery, seconded by Commissioner Garrett. All voted "AYE" and the motion passed.

A motion was requested to appoint Alex Benoit to the position of full time Golf Course Maintenance Specialist II with the Campbell County Golf Course effective March 10, 2014, with compensation set at \$20.3184 per hour (\$42,262.27 annually, with total benefit costs of \$16,658.08) according to the working agreement with AFSCME. Motion was made by Judge Pendery, seconded by Commissioner Garrett. Commissioner Rehtin asked if the position was budgeted. Matt Elberfeld responded that it was; Mr. Benoit is filling a vacancy due to a retirement. Commissioners Garrett and Pendery and Judge Pendery voted "AYE", Commissioner Painter voted "NAY" and the motion passed.

A motion was requested to appoint Franklin Smith and Bill Heck as Parks and Recreation Maintenance Workers at an hourly rate of \$10.35 effective March 3, 2014 through the 2014 Park Season. Motion was made by Judge Pendery, seconded by Commissioner Rehtin. All voted "AYE" and the motion passed.

A motion was requested to appoint the following as Golf Course Maintenance Workers at an hourly rate of \$10.35 effective March 3, 2014 through the 2014 Park Season: Michael Rimer, Elden Siemer, Charlie Rauch, Terry Kennedy, Imad M. Daghmach, Roger Church, Aaron Myers and Josiah Myers. Motion was made by Judge Pendery, seconded by Commissioner Garrett. All voted "AYE" and the motion passed.

A motion was requested to appoint Steve Cunningham as Golf Pro Shop Assistant at \$10.35 per hour, David Neary as Golf Course Clerk at \$9.03 per hour, Lisa Jolly as Concession Manager at \$13.26 per hour and Justin Jolly as Golf Starter at \$10.35 per hour, all effective March 1, 2014 through the 2014 Park Season. Motion was made by Judge Pendery, seconded by Commissioner Painter. All voted "AYE" and the motion passed.

A motion was requested to reappoint Edward Stubbs to the Campbell County and Municipal Planning and Zoning Board for a four year term effective March 3, 2014 through March 2, 2018. Motion was made by Judge Pendery, seconded by Commissioner Painter. All voted "AYE" and the motion passed.

A motion was requested to reappoint Lauri Harding to the Campbell County and Municipal Planning and Zoning Board for a four year term effective March 3, 2014 through March 2, 2018. Motion was made by Judge Pendery, seconded by Commissioner Garrett. All voted "AYE" and the motion passed.

A motion was requested to appoint Scott Bachmann to the Campbell County and Municipal Board of Adjustments for a term effective March 3, 2014 through March 2, 2018. Motion was made by Judge Pendery, seconded by Commissioner Rehtin. All voted "AYE" and the motion passed.

Robert Horine presented Resolution R-12-14 by title and summary. R-12-14 authorizes the County Judge/Executive to execute a contract with the Campbell County Fire Protection Association for FY 2014 funding. Mr. Horine explained that the contract is for a one year term in the amount of \$60,000, the same amount allocated the last six years. One new provision to the contract is that the Association agrees to begin using updated financial accounting software to track its finances. Commissioner Rehtin made a motion to adopt R-12-14, seconded by Commissioner Garrett. All voted "AYE" and the motion passed.

Commissioner Painter stated that he was out the evening of February 14, 2014 when I-75 was shut down due to heavy snowfall. He took back roads to get home and found that the roads in Campbell County were cleared better than those in Boone and Kenton Counties. He complimented the County's road crews who were called out after a long week of clearing roads.

Judge Pendery announced that Melissa Williams is retiring effective February 28, 2014. Missy began working for the County July 23, 1979 in its juvenile services department and worked her way up to become Director of Administration. He stated that Missy is well respected both internally and externally in the County's organization. Judge Pendery estimates that she has attend 800 Fiscal Court meetings over her career. She has represented both the County and Judge Pendery personally in numerous community organizations over the years and he has always been very proud to have her as a representative. Missy was a key player in the development of the County Administration Building. Judge Pendery described her as the "glue" that holds things together. Missy has an irreplaceable institutional memory and is always the first person you turn to when you need to know about something that happened awhile back. He announced that a luncheon and open house in her honor will take place on February 28, 2014. Judge Pendery presented her with a watch and wished her well in her retirement.

Matt Elberfeld requested a motion to award a bid to replace the Fischer Road Bridge to Lonkard Construction in the amount of \$65,000. The County will use 80/20 bridge funds from the Kentucky Transportation Cabinet to partially pay for the project. Motion was made by Commissioner Garrett, seconded by Commissioner Painter. All voted "AYE" and the motion passed.

A motion was requested to award a bid to replace the Plum Creek Bridge to Straight Edge Construction LLC in the amount of \$98,995. The Kentucky Transportation Cabinet 80/20 bridge funds will be used for this project as well. Motion was made by Commissioner Rehtin, seconded by Commissioner Garrett. All voted "AYE" and the motion passed.

A motion was requested to authorize staff to solicit Request for Proposals for medical insurance for Campbell County Fiscal Court and Detention Center employees. The current contract expires on June 30, 2014. Motion was made by Commissioner Rehtin, seconded by Commissioner Garrett. All voted "AYE" and the motion passed.

Resolution R-13-14 was read by title and summary given. R-13-14 authorizes the Judge/Executive and Jailer to execute a professional medical services agreement with Southern Health Partners to provide comprehensive onsite medical services at the Campbell County Detention Center. A total of eight proposals were received as a result of the County's solicitation. After an extensive review of the proposals, it is recommended that a contract be entered into with Southern Health Partners at a cost of \$909,900 to continue to provide medical services at the Detention Center. Commissioner Rehtin made a motion to adopt R-13-14, seconded by Commissioner Garrett. Jim Daley, Campbell County Jailer, thanked Matt Elberfeld for his assistance with the process and stated that he believes that the best proposal was chosen. All voted "AYE" and the motion passed.

Ordinance O-03-14 was presented for a first reading by title and summary. O-03-14 relates to the 2013-2014 annual budget and amendments thereof. Mr. Elberfeld explained that the budget amendment was needed due to receipt of the \$500,000 CDBG grant related to the Scholar House project and the 80/20 bridge funding from the Kentucky Department of Transportation. No vote is required on the first reading. The amendment will be sent to the Department of Local Government for approval prior to the second reading. Commissioner Garrett pointed out that the \$500,000 CDBG grant is a pass-through for Newport; the County has no liability for this issue.

Mr. Elberfeld then requested a motion to approve the claims as presented for February 19, 2014. County Attorney Steve Franzen stated that he has reviewed the claims and that they all appear appropriate. Motion was made by Commissioner Garrett, seconded by Commissioner Painter. All voted "AYE" and the motion passed.

Commissioner Painter asked if the cost of the clean up after the water pipe break in the Fiscal Court Chambers was covered by insurance. Melissa Williams stated that the Fiscal Court would have to pay the bills and would then be reimbursed by the insurance company.

There being no further business to come before the Fiscal Court, Commissioner Garrett made a motion to adjourn, seconded by Commissioner Rehtin. All voted "AYE" and the meeting adjourned at 6:30 p.m.

Attachments:

Ordinance O-02-14 Amend Code of Ordinances Chapters 30, 34, 35 and 51  
Resolution R-12-14 Contract with Campbell County Fire Protection Association  
Resolution R-13-14 Agreement with Southern Health Partners  
Ordinance O-03-14 Amend 2013-2014 Annual Budget  
Claims February 19, 2014

Approved:

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STEVE PENDERY  
Judge/Executive

Attest:

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Paula K. Spicer, Fiscal Court Clerk