

**CAMPBELL COUNTY FISCAL COURT
MINUTES**

March 19, 2014

A regular meeting of the Campbell County Fiscal Court was held on Wednesday, March 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. to receive public comment on the Annual Agency Plan for the Campbell County Housing Department. Present at the hearing were:

Steve Pendery, Judge Executive
Pete Garrett, County Commissioner
Brian Painter, County Commissioner
Kenneth Rehtin, County Commissioner
Steve Franzen, County Attorney
Robert Horine, County Administrator
Paula Spicer, Fiscal Court Clerk
Matt Elberfeld, Director of Fiscal Affairs
Cindy Minter, Planning and Zoning Director
David Plummer, Administrative Analyst/Solid Waste Coordinator
Sarah Collins, Director of Housing
Lieutenant Colonel Todd Straman, Assistant Chief of Police
James Daley, Campbell County Jailer

Sarah Collins, Director of Housing opened the public hearing. Pursuant to U.S. Department of Housing and Urban Development (HUD) regulations the Annual Agency Plan has been available for public inspection since January 28, 2014 and this public hearing is being held to receive public comments or suggestions on the Plan. If approved, the Plan which is effective for the Fiscal Year beginning July 1, 2014, will be submitted to HUD by April 16, 2014. There being no comments, the public hearing was closed at 5:35 p.m.

A second public hearing was held immediately thereafter to receive public comment on a 2014 Recreational Trails Program grant application. David Plummer, Administrative Analyst/Solid Waste Coordinator, opened the public hearing. The grant funds may be used for the creation of new trails and trailhead and trailside enhancements. The Fiscal Court, with input from the Jolly Community Development Council, proposes to apply for \$100,000 for the following uses: a security camera system, installation of a drainage system and preliminary work on a new parking lot. The grant requires a 50/50 match. In-kind services will be used whenever possible to fulfill the obligation for the match. Mr. Plummer answered questions from the audience. There being no further comments, the public hearing was closed at 5:40 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
Matthew Elberfeld	Finance Director
Paula Spicer	Fiscal Court Clerk
Cindy Minter	Planning and Zoning Director
David Plummer	Administrative Analyst/Solid Waste Coordinator
James Daley	Campbell County Jailer
Sarah Collins	Director of Housing
Lieutenant Colonel Todd Straman	Assistant Chief of Police

The meeting was called to order at 5:40 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 5, 2014 were presented. Motion was made by Commissioner Garrett, seconded by Commissioner Painter to approve the minutes. All voted "AYE" and the motion passed.

James Daley, Campbell County Jailer, was present to introduce two Detention Center employees who saved the life of an inmate at the Detention Center. Lieutenant Jared Dornheggen and Deputy Darius Kenyon realizing that a person in the booking room was nonresponsive, utilized their emergency medical training until the life squad and EMT's could arrive. Mr. Daley then presented certificates to several Detention Center employees in recognition of their promotions. Judge Pendery and Steve Franzen thanked Mr. Daley and the Detention Center employees for their hard work and expressed appreciation for their helpfulness.

Dan Tobergte, President and CEO, Northern Kentucky Tri-ED, updated the Fiscal Court on Tri-ED activities. He first reviewed Tri-ED's mission statement, the composition of its Board of Directors and its revenues and expenses. The majority of revenue comes from the 3% rental car license fee collected from each car rental establishment in Boone, Campbell and Kentucky Counties. Mr. Tobergte then discussed target industries for Northern Kentucky and its cooperative efforts with REDI Cincinnati. He highlighted several new businesses in Northern Kentucky and talked about the success of the Northern Kentucky ezone. Mr. Tobergte provided statistics on the NKY Boost existing business growth and retention program, development results

in Northern Kentucky since 1987 and 2013 development results for both Northern Kentucky and Cincinnati. Tri-ED's 2013 Annual Report is available on its website. Other topics discussed were the Duke Energy Site Readiness Program, development challenges facing Northern Kentucky, benefits of being a Right-to-Work state and quality of life assets to attract businesses to locate in the region. Mr. Tobergte answered questions from the Fiscal Court members and audience.

Judge Penderly invited comments from the public.

Lewis Turner addressed the Fiscal Court about the needs of homeless people in Campbell County. He estimates that there are about 350 homeless people in the Cities of Newport, Bellevue and Dayton. Mr. Turner has talked to many of the homeless people in the area and has distributed blankets and sleeping bags to some. He stated that more shelters and meals are needed for these people. Mr. Turner also stated that with school soon ending for the summer, more activities for the youth in the County are needed. Judge Penderly stated that the Fiscal Court does work with other agencies to address these needs. Commissioner Painter stated that he knows a church that may be able to help the homeless people and asked Mr. Turner to give him contact information so that they can discuss it.

There being no old business, Paula Spicer presented new business with Resolution R-18-14 by title and summary. R-18-14 adopts the Agency Annual Plan for the Department of Housing. The US Department of Housing and Urban Development requires Housing Agencies to complete and submit an Annual Plan. The public hearing prior to this meeting is also a requirement. Commissioner Rehtin made a motion to adopt R-18-14, seconded by Judge Penderly. All voted "AYE" and the motion passed.

Resolution R-20-14 was read by title and summary given. R-20-14 authorizes a transfer of the Mental Health/Intellectual Disability Payroll Tax Allocation for Redwood for FY2014. Redwood's Executive Director requested a transfer of funds from the Work and Adult Habilitation Services Program to the Children's Habilitation Services Program and the Therapeutic and Technology Services Program which are in need of additional funding. Commissioner Rehtin made a motion to adopt R-20-14, seconded by Commissioner Garrett. All voted "AYE" and the motion passed.

Resolution R-21-14 was read by title and summary given. R-21-14 authorizes the Judge/Executive to apply for a license of use from the Disabled American Veterans to hold a County Shred Day event on April 19, 2014. This agreement allows the County to use the DAV parking lot for its Shred Day event. Commissioner Garrett made a motion to adopt R-21-14, seconded by Commissioner Rehtin. All voted "AYE" and the motion passed.

Resolution R-23-14 was read by title and summary given. R-23-14 authorizes the Judge/Executive to apply for grant funding from the Recreational Trails Program. The County shall apply for \$100,000 in funds to be used for a security system, drainage system and initial preparation work for a new parking lot. The grant requires a 50/50 match. The required public hearing for this grant was held prior to this meeting. Commissioner Garrett made a motion to adopt R-23-14, seconded by Commissioner Painter. All voted "AYE" and the motion passed.

Ordinance O-04-14 was presented by title and summary for a first reading. O-04-14 amends the text of the Official Zoning Ordinance for Campbell County at Article XIX Schedule of Fees. The new fees are for copying and reproduction services provided by the Planning and Zoning Department. The Campbell County and Municipal Planning and Zoning Commission approved the fees at its December 10, 2013 meeting. No vote was taken on the first reading of this ordinance.

Ordinance O-05-14 was presented by title and summary for a first reading. O-05-14 updates the official list of roads in Campbell County, Kentucky that will be controlled and maintained by the Campbell County Fiscal Court and amends Ordinance O-19-13 to modify the following roads to said official list: modify Boyd Road, Bud Pogue Way, Cooper Bain, Craft Road East, Craft Road West, East Nagel Road, West Nagel Road, Golf Road, Herringer Road, Hillview Road, West Short Siry, East Short Siry, Siry Road, Parklake Road and add Short Summer Road. Cindy Minter explained that these roads were being accepted for maintenance as a result of the US 27 reconstruction. Some of them were existing roads that were split due to the reconstruction. No vote was taken on the first reading of this ordinance.

A motion was requested to proclaim April 2014 as Child Abuse Prevention Month in Campbell County. The proclamation was requested by Sunrise Children's Services and the Family Nurturing Center. It will be presented by Commissioner Ken Rehtin at the Blue Ribbon Ceremony on April 1, 2014 to kick off Child Abuse Prevention Month. Motion was made by Commissioner Rehtin, seconded by Commissioner Garrett. All voted "AYE" and the motion passed.

A motion was requested to proclaim March 12, 2014 as Brain Injury Awareness Day in Campbell County. The Northern Kentucky Brain Injury Group Conference Committee requested this proclamation which will be displayed at its annual conference on March 28, 2014 in Erlanger, Kentucky. Motion was made by Commissioner Garrett, seconded by Commissioner Painter. All voted "AYE" and the motion passed.

A motion was requested to appoint the following seasonal employees at A J Jolly Golf Course effective March 20, 2014 through the Park season: Chelsea Williams, Barbara Martin, Mary K. Baker and Kristina Jolly as Clubhouse Concession Workers at \$9.09 per hour, Dan Webster, Chris Holtz, Sam Mefford and Mitchell Miller as Golf Starters at \$9.03 per hour, and William Klopp, Jeff Miller, Larry Baumann and Jim Spaw as Golf Cashier/Clerks at \$10.35 per hour. Motion was made by Judge Pendery, seconded by Commissioner Garrett. All voted "AYE" and the motion passed.

Robert Horine presented Ordinance O-06-14 by title and summary for a first reading. O-06-14 approves the execution of a Local Participation Agreement relating to the establishment and implementation of a development area Tax Increment Financing district known as the City Center Development Area within the City of Newport, Kentucky. Mr. Horine described the boundaries of the development area created by the City of Newport as a tax increment financing district (TIF) wherein the City and County would both pledge incremental revenues of property and payroll taxes to a fund for infrastructure improvements or for support of specific economic development projects. The City requested that the County join them in this effort. Newport

Mayor Jerry Peluso and Jim Parsons, Attorney were present to address any questions. Jim Parsons explained that this is an “area-wide” TIF – it is not meant for a specific project. It allows incremental revenues to be pledged to support numerous projects within the development area now or in the future. He stated that the current taxable assessment for the area is \$21,840,000. The base-line revenues pledged by the City or County are for calendar year 2012. Mr. Parsons explained how the incremental increase in taxes pledged by the County are calculated. The City of Newport has pledged 80 percent of its revenue stream for a 30 year period from real estate taxes, occupational taxes and payroll taxes. Mr. Parsons stated that he has worked with the Cities of Covington and Ft. Wright to create area-wide TIF’s and will be working with the City of Highland Heights on one. Mr. Parsons discussed the length of the term of the TIF, creation of an Incentive Committee, dissolution of a TIF, use of state incentives in a TIF area and property tax and payroll tax valuations. Mr. Parsons stated that he will try to get the payroll and property tax figures to the Fiscal Court prior to the second reading of the ordinance.

Judge Pendery called a brief recess from 7:25 to 7:30 p.m.

Judge Pendery announced that the Campbell County Spring Clean Up will take place on April 11 through 13, 2014 at Pendery Park, Campbell County Police Station and the Campbell County Transportation Department. Details are on the County’s website.

Judge Pendery announced that the Campbell County Solid Waste division is sponsoring a Shred Day event on April 19, 2014 from 9:00 am to 1:00 pm at the Disabled American Veterans parking lot at US 27 and Rt. 1998 in Cold Spring, Kentucky.

Matt Elberfeld presented Resolution R-19-14 by title and summary given. R-19-14 authorizes the Judge/Executive to execute a Support Service Contract with Global Business Solutions, Inc. for the period April 1, 2014 through March 31, 2015. Global Business Solutions shall continue to provide support for phones, computers, network issues, specific projects and 24-hour monitoring of the Fiscal Court’s network connectivity and Windows servers at a monthly cost of \$1,050.00. The cost is the same as the current contract with Global. Judge Pendery made a motion to adopt R-19-14, seconded by Commissioner Painter. All voted “AYE” and the motion passed.

Resolution R-22-14 was read by title and summary given. R-22-14 authorizes the Judge/Executive to execute a maintenance agreement with Lynn Imaging for maintenance of the Canon iPF760 plotter used by the Planning and Zoning Department. The Planning and Zoning Department recently purchased a new plotter and wishes to have a maintenance and supply agreement for the new equipment. Lynn Imaging can supply the service and supplies at a cost of \$79.00 per month. Commissioner Garrett made a motion to adopt R-22-14, seconded by Commissioner Rehtin. All voted “AYE” and the motion passed.

Resolution R-24-14 was read by title and summary given. R-24-14 authorizes the Judge/Executive to execute a lease agreement with Dever, Inc. for the lease of golf carts for A J Jolly Golf Course. Mr. Elberfeld stated that by renewing the lease one year early, Dever will waive four monthly payments. The County’s new monthly payment will be \$7,842 for seven

months in exchange for 64 new golf carts plus a beverage cart. Dever provides annual winterization and all repairs to the carts. Commissioner Painter made a motion to adopt R-24-14, seconded by Commissioner Garrett. Mr. Elberfeld stated that there will always be 64 carts available for use; if some are inoperable, Dever will provide replacements. All voted “AYE” and the motion passed.

Ordinance O-03-14 was read by title and summary given. O-03-14 relates to the 2013-2014 annual budget and amendments thereof. The budget amendment was required to recognize the \$500,000 CDBG grant funding for the Scholar House project. Mr. Elberfeld reiterated that no County funds are involved in this project. The first reading of the ordinance also had additional road funds in it but the Department of Local Government advised that the budget did not need to be amended for those funds. Commissioner Rehtin made a motion to adopt O-03-14, seconded by Commissioner Garrett. All voted “AYE” and the motion passed.

A motion was requested to approve the budget transfers for March 19, 2014. Motion was made by Commissioner Rehtin, seconded by Commissioner Painter. In response to Commissioner Rehtin’s question, Cindy Minter explained that the \$30,000 transferred to Planning and Zoning Department “Outside Contracting” was for the demolition of five properties; liens were filed on each property. Matt Elberfeld will provide the actual cost of the demolition work. All voted “AYE” and the motion passed.

Mr. Elberfeld then requested a motion to approve the claims and supplemental claims as presented for March 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. Commissioner Rehtin recused himself from voting to approve any payments made to Senior Services of Northern Kentucky, his employer. 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 Painter. All voted “AYE” and the meeting adjourned at 7:40 p.m.

Attachments:

Resolution R-18-14	Adopt Housing Annual Agency Plan
Resolution R-20-14	Transfer of MH/ID Payroll Tax Allocation for Redwood
Resolution R-21-14	Contract with Disabled American Veterans for Use of Parking Lot
Resolution R-23-14	Application for Recreational Trails Program Grant
Ordinance O-04-14	Amend Zoning Ordinance to Update Schedule of Fees
Ordinance O-05-14	Update County Maintained Road List
Ordinance O-06-14	Authorize Local Participation Agreement with City of Newport
Resolution R-19-14	Contract with Global Business Solutions
Resolution R-22-14	Maintenance Agreement with Lynn Imaging for Plotter
Resolution R-24-14	Lease Agreement with Dever Inc. for Golf Carts
Ordinance O-03-14	Fiscal Year 2014 Budget Amendment

Budget Transfers March 19, 2014
Claims and Supplemental Claims March 19, 2014

Approved:

STEVE PENDERY
Judge/Executive

Attest:

Paula K. Spicer, Fiscal Court Clerk