

**CAMPBELL COUNTY FISCAL COURT
MINUTES**

April 15, 2015

A regular meeting of the Campbell County Fiscal Court was held on Wednesday, April 15, 2015, 5:30 p.m. at the Campbell County Administration Building, Fiscal Court Chambers, 1098 Monmouth Street, Newport, Kentucky.

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

Preceding the opening of the Fiscal Court meeting, a public hearing was held at 5:30 p.m. to receive public comment on the application for Land and Water Conservation funds. Present at the hearing were:

Steve Pendery, Judge Executive
Charlie Coleman, County Commissioner
Tom Lampe, County Commissioner
Brian Painter, County Commissioner
Steve Franzen, County Attorney
Matt Elberfeld, County Administrator
Paula Spicer, Fiscal Court Clerk
Kim Serra, Assistant County Administrator
Cindy Minter, Planning and Zoning Director
Colonel Craig Sorrell, Police Chief
Lori Zombek, Human Resources Director
David Plummer, Administrative Analyst/Solid Waste Program Manager
Sheriff Mike Jansen

David Plummer, Administrative Analyst/Solid Waste Program Manager opened the public hearing. The Land and Water Conservation Fund, administered by the Kentucky Department for Local Government, offers a 50/50 matching grant for projects that protect recreational opportunities and develop recreational facilities for local municipalities. The Fiscal Court shall apply for the maximum amount of \$75,000 to replace the restroom facilities at the A J Jolly Park RV Equestrian Campground. The total project cost is estimated at \$150,000. The application is recommended by Larry Harrod, Parks and Recreation Manager and supported by the Jolly Community Development Council. If the funds are received, the project can move forward in 2016 or Fiscal Year 2017. Mr. Plummer answered questions from the Fiscal Court members and the public. There being no further comments, the public hearing was closed at 5:35 p.m.

In attendance at the regular meeting were:

COUNTY JUDGE/EXECUTIVE
STEVE PENDERY

COUNTY COMMISSIONERS
CHARLIE COLEMAN
TOM LAMPE
BRIAN PAINTER

Matt Elberfeld	County Administrator
Steve Franzen	County Attorney
Kim Serra	Assistant County Administrator
Paula Spicer	Fiscal Court Clerk
Cindy Minter	Planning and Zoning Director
David Plummer	Administrative Analyst/Solid Waste Program Manager
Colonel Craig Sorrell	Police Chief
Lori Zombek	Human Resources Director
Sheriff Mike Jansen	Campbell County Sheriff

The meeting was called to order at 5:35 p.m. by Judge Pendery. Cable Access was present to film the meeting.

Minutes from the Fiscal Court regular meeting of April 1, 2015 and the special meeting of April 8, 2015 were presented. Motion was made by Commissioner Coleman, seconded by Commissioner Lampe to approve the minutes. All voted "AYE" and the motion passed.

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

Judge Pendery then called on Gretchen Vaughn of the Campbell County Conservation District to begin her presentation. Ms. Vaughn defined "stewardship" as ways to protect and conserve natural resources. She then read a proclamation proclaiming April 26 to May 3, 2015 as Soil & Water Stewardship Week. Ms. Vaughn talked about upcoming events sponsored by the Conservation District including: Hawthorne Crossing Conservation Area Stewardship Hike on April 18 and the Backroads Farm Tour on July 18, 2015. Ms. Vaughn then read an Agricultural Importance and Viability Statement drafted by the Conservation District. She stated that the Conservation District is doing an important job and they need to be able to continue doing it for all residents. Therefore they ask for any assistance that the Fiscal Court can provide to maintain a balance in Campbell County by keeping our farmlands, developing ways to use them more economically, being mindful of our resources and being allowed to participate in how we shape the future of this County. Ms. Vaughn thanked the Fiscal Court for allowing her to speak and for their support in the past. Commissioner Painter stated that Cindy Minter, Planning and Zoning Director, is ensuring that the agricultural community is included in the update of the Comprehensive Plan process. He and Judge Pendery thanked Ms. Vaughn for her presentation.

Paula Spicer presented old business with a second reading of Ordinance O-02-15. O-02-15 updates the official zoning map for unincorporated Campbell County to rezone an approximate 12.0 acres located on Weaver Lane in unincorporated Campbell County, Kentucky, as described in the attached map, from R-1C (Residential 1-C) to R-RE (Rural Residential Estate).

Commissioner Coleman made a motion to adopt O-02-15, seconded by Commissioner Lampe. All voted “AYE” and the motion passed.

New business was presented with Resolution R-45-15 by title and summary given. R-45-15 authorizes the Judge/Executive to execute a Planned Equipment Maintenance Agreement with Cummins Bridgeway, LLC for maintenance of the generator located at 1098 Monmouth Street, Newport, Kentucky. The previous maintenance agreements were for a term of one year. The new agreement will be for a term of three years in order to lock in a lower rate. Matt Elberfeld stated that staff had considered performing this work in-house, but felt that it was beyond their expertise. In addition, the lack of a maintenance agreement may void the warranty. Commissioner Coleman made a motion to adopt R-45-15, seconded by Judge Pendery. All voted “AYE” and the motion passed.

Resolution R-46-15 was read by title and summary given. R-46-15 sets out the joint use of Riverfront Development Funds appropriated to Campbell and Kenton County Fiscal Courts. The \$75,000 allocation will be passed on to Southbank Partners, Inc. for distribution in Campbell County to the Cities of Newport, Bellevue, Dayton and Ft. Thomas for development projects. Commissioner Coleman made a motion to adopt R-46-15, seconded by Judge Pendery. All voted “AYE” and the motion passed.

Resolution R-50-15 was read by title and summary given. R-50-15 authorizes the Judge/Executive to apply for funding in the amount of \$75,000 from the Land and Water Conservation Fund for the construction of a new bathroom facility at the A J Jolly equestrian campground. Commissioner Painter made a motion to adopt R-50-15, seconded by Commissioner Lampe. All voted “AYE” and the motion passed.

Resolution R-51-15 was read by title and summary given. R-51-15 authorizes the Judge/Executive to execute an agreement between the Campbell County Fiscal Court and Planning and Development Services of Kenton County for professional and technical services related to building inspection and planning services. Cindy Minter stated that the Campbell County Planning and Zoning Department and the Planning and Development Services of Kenton County (PDS) both provide very similar services but the County’s department is small and sometimes needs assistance during emergency situations and if a higher level of technical expertise is required. This is a task order agreement meaning that a written scope of services must be agreed upon by both parties before performing a task. Ms. Minter stated that the number of building inspections is significantly up – her department is currently exceeding the number of building inspections performed in 2009. Judge Pendery gave a history of the Fiscal Court’s involvement with Planning and Development Services (formerly the Northern Kentucky Area Planning Commission) and why Campbell County started its own Planning and Zoning Department. Ms. Minter reiterated that the services under this contract are not for regularly scheduled building inspection services but rather to supplement the County during an emergency situation. Judge Pendery made a motion to adopt R-51-15, seconded by Commissioner Coleman. All voted “AYE” and the motion passed.

Matt Elberfeld requested a motion to meet in executive session pursuant to KRS 61.810(1)(f) to discuss the appointment, discipline or dismissal of an individual employee, member or student

without restricting that employee's member's or student's right to a public hearing if requested. Mr. Elberfeld asked that they meet in executive session at this point in the meeting as they will likely take action as a result. Motion was made by Commissioner Lampe, seconded by Commissioner Painter. All voted "AYE" and the Fiscal Court met in executive session at 6:05 p.m.

Motion was made by Commissioner Coleman, seconded by Commissioner Lampe to adjourn the executive session and reconvene in regular session at 6:40 p.m. All voted "AYE" and the motion passed.

Paula Spicer continued to present new business. A motion was requested to appoint members of the Campbell County Emergency Operations Center (EOC). A list of the persons appointed was previously provided to the Fiscal Court. Motion was made by Judge Pendery, seconded by Commissioner Lampe. All voted "AYE" and the motion passed.

A motion was requested to appoint Colton Gearhart as a part-time Golf Starter with compensation set at pay grade 7, \$9.27 per hour, effective April 16, 2015 through the 2015 golf season. Motion was made by Judge Pendery, seconded by Commissioner Painter. All voted "AYE" and the motion passed.

A motion was requested to appoint Daniel Schultz as a part-time Golf Starter with compensation set at pay grade 7, \$9.27 per hour, effective April 16, 2015 through the 2015 golf season. Motion was made by Judge Pendery, seconded by Commissioner Lampe. All voted "AYE" and the motion passed.

A motion was requested to appoint Stanley Ritter as a seasonal Clubhouse Maintenance Worker with compensation set at pay grade 7, \$10.56 per hour, effective April 16, 2015 through the 2015 golf season. Motion was made by Judge Pendery, seconded by Commissioner Painter. All voted "AYE" and the motion passed.

A motion was requested to appoint Mike Tillett as a part-time Camping and Concessions Worker with compensation set at pay grade 7, \$10.16 per hour, effective May 1, 2015 through the 2015 park season. Motion was made by Judge Pendery, seconded by Commissioner Coleman. All voted "AYE" and the motion passed.

A motion was requested to appoint Larissa Scott as the seasonal Parks and Recreation Assistant with compensation set at pay grade 8, \$12.73 per hour effective April 20, 2015 through the 2015 park season. Motion was made by Judge Pendery, seconded by Commissioner Lampe. Commissioner Lampe and Judge Pendery voted "AYE", Commissioners Coleman and Painter voted "NAY". Judge Pendery stated that due to the tie vote the motion will not move forward at this time. It will be presented again at the next regular meeting of the Fiscal Court.

Resolution R-52-15 was read by title and summary given. R-52-15 was read by title and summary given. R-52-15 deletes the position of Housing Inspector from the Housing Department authorized position list and authorizes corresponding amendments to the

Administrative Code. Judge Pendery made a motion to adopt R-52-15, seconded by Commissioner Painter. All voted "AYE" and the motion passed.

Resolution R-53-15 was read by title and summary given. R-53-15 authorizes the addition of a full time Building/Housing Inspector I position to the Planning and Zoning Department authorized position list, adopting a position description and authorizing corresponding amendments to the Administrative Code. Judge Pendery made a motion to adopt R-53-15, seconded by Commissioner Lampe. All voted "AYE" and the motion passed.

A motion was requested to authorize staff to advertise, interview and hire for the position of Building/Housing Inspector I. Motion was made by Judge Pendery, seconded by Commissioner Painter. All voted "AYE" and the motion passed.

Commissioner Painter stated that he gave the opening statement at the Solid Waste Coordinators of Kentucky (SWACK) conference held in Newport last week on April 9. He told the group about his professional history and that he has seen great improvements in solid waste management over the years. Commissioner Painter thanked David Plummer for getting the conference held here; the Comfort Inn was a great location.

Judge Pendery announced that the Campbell County Spring Clean Up will take place on April 17 through 19, 2015 at Pendery Park, Campbell County Police Station and the Campbell County Transportation Department. More details are posted on the County website at: www.campbellcountky.org

Judge Pendery announced that the Campbell County Solid Waste is sponsoring a Shred Day event on Saturday, April 25, 2015 from 9:00 AM to 1:00 PM at the Disabled America Veterans (DAV) parking lot located at the corner of US 27 and Rt. 1998 (Industrial Road) in Cold Spring, Kentucky.

Judge Pendery announced that the Campbell County Extension Service is sponsoring a tree seedling giveaway on April 21, 2015 from 6:00 to 8:00 PM at the Extension office, 3500 Alexandria Pike, Highland Heights.

Judge Pendery announced that the next Campbell County Fiscal Court/Mayors meeting will be held on Tuesday, April 28, 2015 at 6:00 PM in the Fiscal Court Chambers, County Administration Building, 1098 Monmouth Street, Newport, Kentucky.

Judge Pendery stated that everybody knows that there is a heroin problem in northern Kentucky. As evidence of this, he advised that 1,000 people visit a methadone clinic in Covington each day for treatment. The treatment costs \$40 per day every day. There are several thousand people in area jails due to heroin which is hugely expensive for the counties that fund the jails. Commissioner Lampe advised that he attended a meeting last week with Senator Mitch McConnell and the federal drug czar Michael Botticelli. The statistics provided by St. Elizabeth Healthcare workers were eye-opening. He hopes that the presence of Senator McConnell and Mr. Botticelli will get some attention and funding to this area.

Matt Elberfeld requested a motion to authorize staff to advertise for bids for the construction of bridges and approaches on Ten Mile Road and Daniels Road. The Fiscal Court has received \$149,700 from the Kentucky Transportation Cabinet for these projects and have been informed that it can proceed with the work. Motion was made by Judge Pendery, seconded by Commissioner Painter. All voted "AYE" and the motion passed.

A motion was requested to accept the bid of WM Kramer in the amount of \$53,988 to replace the roof on the building located at 16 East 11th Street, Newport, Kentucky. Three bids were received for this project and staff recommends accepting the low bid of WM Kramer. Mr. Elberfeld described the type of roof to be installed and the warranty. Motion was made by Judge Pendery, seconded by Commissioner Lampe. Commissioner Coleman thanked Messrs. Moellman and Trauth for attending a meeting with the roofing contractor and manufacturer's representative. All voted "AYE" and the motion passed.

A motion was requested to authorize staff to seek bids for the Campbell County Detention Center renovation and expansion. The Fiscal Court intends to renovate the former District Court building into dormitory-style beds, construct 32 new isolation cells, replace the security system and make other facility improvements. The final plans have been submitted to the Kentucky Department of Corrections for its review and approval. Motion was made by Judge Pendery, seconded by Commissioner Painter. All voted "AYE" and the motion passed.

Resolution R-49-15 was read by title and summary given. R-49-15 authorizes the Judge/Executive to execute a support Service Contract with Global Business Solutions Inc. for support of phones, computers, network issues and project needs for a term of one year beginning April 2, 2015. The monthly cost of \$1,050 is the same rate as the previous contract. Judge Pendery made a motion to adopt R-49-15, seconded by Commissioner Coleman. All voted "AYE" and the motion passed.

Resolution R-47-15 was read by title and summary given. R-47-15 authorizes the Judge/Executive to make application for and, upon arrival, to enter into an agreement with the Kentucky Office of Homeland Security (KOHS), to execute any documents which are deemed necessary by KOHS to facilitate and administer the project and to act as the authorized correspondent for this project. This application for grant funds in the amount of \$3,770 is made on behalf of the Campbell County Sheriff's Office. The funds will be used to purchase body armor and ammunition. Commissioner Lampe made a motion to adopt R-47-15, seconded by Judge Pendery. All voted "AYE" and the motion passed.

Resolution R-48-15 was read by title and summary given. R-48-15 requests the Kentucky Transportation Cabinet to reimburse the Fiscal Court for transportation of non-public school students for the 2014-2015 school year. The Fiscal Court expended \$330,757.32 during the 2014-2015 school year to transport non-public school students. It is usually reimbursed 68-72% of this cost by the Transportation Cabinet. Judge Pendery made a motion to adopt R-48-15, seconded by Commissioner Coleman. All voted "AYE" and the motion passed.

Mr. Elberfeld then requested a motion to approve the claims and supplemental claims as presented for April 15, 2015. County Attorney Steve Franzen stated that he has reviewed the

claims and determined that they all appear appropriate. Motion was made by Commissioner Painter, seconded by Commissioner Lampe. All voted "AYE" and the motion passed.

There being no further business to come before the Fiscal Court, Commissioner Lampe made a motion to adjourn, seconded by Commissioner Painter. All voted "AYE" and the meeting adjourned at 7:05 p.m.

Attachments:

Ordinance O-02-15 Zoning Map Amendment
Resolution R-45-15 Generator Maintenance Agreement
Resolution R-46-15 Use of Riverfront Development Funds
Resolution R-50-15 Land & Water Conservation Fund Grant Application
Resolution R-51-15 Contract with Planning & Development Services
Resolution R-49-15 Contract with Global Business Solutions
Resolution R-47-15 KOHS Grant Application
Resolution R-48-15 Reimbursement of Non-Public School Student Transportation
Claims and Supplemental Claims April 15, 2015

Approved:

STEVE PENDERY
Judge/Executive

Attest:

Paula K. Spicer, Fiscal Court Clerk