

**CAMPBELL COUNTY FISCAL COURT  
MINUTES**

**NOVEMBER 2, 2016**

A regular meeting of the Campbell County Fiscal Court was held on Wednesday, November 2, 2016, 7:00 p.m. at the Campbell County Courthouse located at 8352 East Main Street, Alexandria, Kentucky.

COUNTY JUDGE/EXECUTIVE  
STEVE PENDERY

COUNTY COMMISSIONERS  
CHARLIE COLEMAN  
TOM LAMPE  
BRIAN PAINTER

Steve Franzen	County Attorney
Matt Elberfeld	County Administrator
Kim Serra	Assistant County Administrator
Paula Spicer	Fiscal Court Clerk
Marie Schenkel	Finance Director
Frank Spataro	Human Resources Director
Seth Cutter	Economic Development Officer
Lieutenant Jeremy Newberry	Campbell County Police Department

The meeting was called to order at 7:00 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 October 19, 2016 were presented. Motion was made by Commissioner Lampe, seconded by Commissioner Painter to approve the minutes. All voted "AYE" and the motion passed.

Judge Pendery invited comments from the public. Commissioner Painter recognized Neal Bedel, Mayor of Silver Grove, who was in the audience. There being no other comments, Judge Pendery proceeded with the agenda.

There being no old business, Paula Spicer presented new business with Resolution R-98-16 by title and summary. R-98-16 adopts the 2017 holiday schedule for the Campbell County Fiscal Court employees. Commissioner Lampe made a motion to adopt R-98-16, seconded by Commissioner Painter. All voted "AYE" and the motion passed.

A motion was requested to appoint Candida Lewis to the full-time position of Tax Compliance Officer in the Fiscal Affairs/Occupational Tax Department effective November 21, 2016 with compensation set at Pay Grade 14, \$45,000 annually (total annual benefit cost of \$17,816.66). Motion was made by Judge Pendery, seconded by Commissioner Painter. Mr. Elberfeld stated that this position has been vacant for about one month. There are four people in the Occupational Tax Department and staff believes that all are needed since the County collects taxes for several cities and for the County. Ms. Lewis is very well qualified – she has served as tax collector for Harrison County and served as the Harrison County Treasurer. All voted “AYE” and the motion passed.

A motion was requested to appoint Ashley Murray to the full-time position of Human Resources Specialist in the Human Resources Department effective November 3, 2016 with compensation set at Pay Grade 13, \$44,000 annually (total annual benefit cost of \$17,553.36). Motion was made by Judge Pendery, seconded by Commissioner Lampe. Mr. Elberfeld stated that this position also has been vacant. There were 35 candidates for the position and six were interviewed. Staff recommends filling this position since the County has about 225-230 employees (including the jail). Ms. Murray has good experience and experience in ADP. All voted “AYE” and the motion passed.

A motion was requested to reappoint Christopher Fuchs to the Fire District 1 Board of Trustees effective July 1, 2016 through June 30, 2019. Motion was made by Judge Pendery, seconded by Commissioner Lampe. All voted “AYE” and the motion passed.

Matt Elberfeld requested a motion to meet in executive session at the end of regular business pursuant to KRS 61.810(1)(b) deliberations on the future acquisition or sale of real property by a public agency, but only when publicity would be likely to affect the value of a specific piece of property to be acquired for public use or sold by a public agency. He stated that no action will be taken as a result of the executive session. Motion was made by Commissioner Lampe, seconded by Commissioner Painter. All voted “AYE” and the motion passed.

Judge Pendery announced that a Household Waste Collection Event will be held on November 5, 2016 at UC Health Stadium, 7950 Freedom Way, Florence, Kentucky, from 9am to 2pm. He provided the website where more information and a registration form are available.

Marie Schenkel presented Resolution R-93-16 by title and summary. R-93-16 authorizes the execution of an agreement with Woodhull LLC for the lease of a copier for use in the Office of Emergency Management. She stated that the lease payment is \$75 per month, an \$83 per quarter savings from the last lease agreement. Commissioner Painter made a motion to adopt R-93-16, seconded by Commissioner Lampe. All voted “AYE” and the motion passed.

Resolution R-99-16 was read by title and summary given. R-99-16 revised the Fixed Asset Capitalization Policy adopted in 2003 from a capitalization limit of \$5,000 to a limit of \$20,000. Ms. Schenkel explained that the original policy was adopted in 2003 due to a change in the Government Accounting Standards Board (GASB). That policy set the limit at \$5,000 and also included language that it would be adjusted as necessary for cost changes or changes in practice.

Judge Pendery made a motion to adopt R-99-16, seconded by Commissioner Painter. All voted "AYE" and the motion passed.

Ms. Schenkel then requested a motion to approve the claims as presented for November 2, 2016. County Attorney Steve Franzen stated that he has reviewed the claims and determined that they all appear appropriate. Commissioner Coleman questioned a check for a \$1,900 repair to a vehicle; part of the description was cut off. Ms. Schenkel stated that she would look into it and let him know what the payment was for. Motion was made by Commissioner Lampe, seconded by Commissioner Painter. All voted "AYE" and the motion passed.

Judge Pendery stated that they would meet in executive session and would not take any action upon their return. The Fiscal Court met in executive session at 7:15pm pursuant to motion previously made.

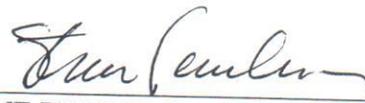
Commissioner Lampe made a motion to exit the executive session and reconvene in regular session at 7:50pm. Commissioner Painter seconded the motion. All voted "AYE" and the motion passed.

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 7:50 p.m.

Attachments:

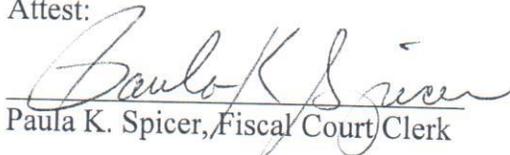
Resolution R-98-16 Adopt 2017 Holiday Schedule for Employees  
Resolution R-93-16 Lease Agreement for Copier  
Resolution R-99-16 Amend Fixed Assets Capitalization Policy  
Claims November 2, 2016

Approved:



STEVE PENDERY  
Judge/Executive

Attest:



Paula K. Spicer, Fiscal Court Clerk

**CAMPBELL COUNTY FISCAL COURT  
(MAYORS' MEETING)  
MINUTES  
October 25, 2016**

A special meeting of the Campbell County Fiscal Court and local representatives was held on Tuesday, October 25, 2016, at 6:00 p.m. at the Alexandria Community Center, 8236 West Main Street, Alexandria, Kentucky. Items on the Agenda were: (1) City of Alexandria Update, (2) Farmland Workgroup Update, (3) P25 800MHz Trunking Radio System (4) Updates on Transportation Projects and Economic Development Projects, and (5) Other Items of Interest.

Steve Pendery	Judge/Executive
Charlie Coleman	County Commissioner
Tom Lampe	County Commissioner
Steve Franzen	County Attorney
Matt Elberfeld	County Administrator, CCFC
Paula Spicer	Fiscal Court Clerk, CCFC
Cindy Minter	Planning and Zoning Director, CCFC
Seth Cutter	Economic Development Officer, CCFC
Craig Sorrell	Campbell County Police Chief
Senator Wil Schroder	KY 24 <sup>th</sup> District
Representative Joe Fischer	KY 68 <sup>th</sup> District
William Rachford	Mayor, Alexandria
Greg Meyers	Mayor, Highland Heights
Angelo Penque	Mayor, Cold Spring
Ronnie Walton	Mayor, Melbourne
Sue Payne	City Council, Southgate
Bob Porter	Congressman Massie's Office
Mark Wurschmidt	Sanitation District No. 1
Ron Lovan	Northern Kentucky Water District
Lisa Cooper	Northern Kentucky Area Development District
Dennis Walter	Campbell County Farmland Work Group

Judge Pendery called the meeting to order at 6:00 p.m. Introductions of all of the attendees followed.

Judge Pendery announced that Commissioner Brian Painter was absent and attending an appreciation dinner for the Festival on the Lake

Mayor William Rachford welcomed the attendees to the City of Alexandria. He stated that Campbell County is one of two counties in Kentucky that has two County seats – Newport and Alexandria. Mayor Rachford provided some statistics about Alexandria: population of 8,477, \$4 million annual budget, 35 employees, it has a clean audit and an inactive Ethics Board. He then described housing development projects in the City including Arcadia, Eagle Ridge, Whispers

Pointe, Seasons at Alexandria and Baptist Life Communities. He next talked about new uses for the former Thriftway store as a church and new restaurants at the Spare Time site and the LaRosa's site. Other new businesses include O'Reilly Auto Parts store and the possibility of a micro-brewery called Alexandria Brewing Company. The City is trying to spur development on Main Street and create more parking on that street. Mayor Rachford advised that the City recently hired Kim Wagner as its first Recreation Director and he listed some of the events and programs that have occurred and that are planned. He talked about the City's efforts to create more parking with the acquisition of a lot at the intersection of Alexandria and Grandview Drive, its 5-year plan for street and sidewalk improvements, and its efforts at combating the heroin problem. Mayor Rachford announced that the City recently enacted a gross receipts tax, effective January 2017, which is estimated to raise \$300,000 in revenue, and announced the formation of a Kiwanis club in Alexandria.

Dennis Walter, Supervisor of the Campbell County Conservation District, presented an update on Farmland Work Group activities. He first provided a history of Conservation Districts which were created at the request of President Roosevelt in 1937 in order to help conserve natural resources. There are currently 3,000 Conservation Districts; Campbell County's was formed in 1945. Mr. Walter talked about the District's efforts to help preserve farmland in Campbell County and outlined the Farmland Work Group's five-year strategic plan for 2015-2020. He then talked about the Group's promotional events, the importance of agritourism and a proposal to form a Northern Kentucky Office of Agriculture Economic Development. Mr. Walter closed by saying that as the County's population continues to grow, the need for conservation measures to protect agricultural resources intensifies.

Matt Elberfeld provided an update on the status of the P25 800MHz trunking radio system proposed for Boone, Campbell and Kenton Counties. He first thanked Lisa Cooper for the Northern Kentucky Area Development District serving as the regional administrator for the project. Mr. Elberfeld enumerated the problems with the current analog radio system which is at the end of its useful life and the benefits of the new digital 800MHz system. He stated that each Fiscal Court adopted the Memorandum of Understanding outlining the bidding process, insurance, hiring of a project manager and cost to each county; Campbell County's share is 27.8 percent of the cost of the new system. The Request for Proposals went out in October with proposals due in February, 2017 and a proposed launch of the new system in late 2018. Mr. Elberfeld explained that the vendors will spend approximately \$100,000 preparing their responses and will attend a mandatory site visit. The Counties will not know the cost until the proposals are received. He added that the Counties will pay for the dispatch infrastructure and the cities will be responsible for purchasing subscriber units (radios). The system will be designed with plenty of capacity to add other agencies such as public works departments, utilities and school districts. Dale Edmondson, Dispatch Center Director, has been keeping local police and fire chiefs updated about the project. He offered that he, Judge Penderly or Dale Edmondson would be happy to attend any city council meetings to talk about the project. He advised that it will take about a month to review the proposals due in February. Mr. Elberfeld answered questions.

Cindy Minter referring to a sheet of Road Project Updates explained that projects marked "P50" (Pause 50) are projects that have been put on hold until July 2017 due to Kentucky

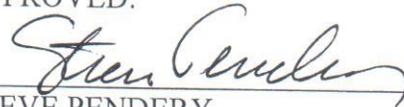
Transportation Cabinet budget constraints. However, the projects may not move forward after that date due to more projects requests than budget funding. The State is looking at projects to see if federal funds can be used. Use of federal funds means that projects are subject to environmental review, environmental impact statements and environmental assessments which may add three to six years to the life of the project. Ms. Minter advised that, due to budget constraints, the Highway Department will provide limited snow removal on secondary state routes during the hours of 9:30pm and 5:30am this winter. She pointed out that the middle piece of the KY Route 9 project has been put on the P50 list. This led to discussion on the reasons that this section of the project was intended to be completed last and efforts to have this looked at by the State again. Ms. Minter stated that the widening of I-471 is on the unfunded projects list.

Seth Cutter provided a sheet with updates on economic development projects and factors in Campbell County. He advised that the unemployment rate is 3.5% in the County and the region, which makes hiring difficult for employers. One issue that he is working on with local employers is having the talented work force that employers need. Mr. Cutter listed some of the businesses that he has visited recently. He then gave updates on ongoing projects in the County. He advised that OKI recently announced federal grants for transportation/pedestrian projects in the Cities of Newport, Dayton and Highland Heights. He named four Campbell County projects that were invited to apply to the Governor's Work Ready Skills Initiative grant. Mr. Cutter stated that Northern Kentucky Tri-ED will soon be ready to share new target industry analysis findings with the County and cities. Lastly, he talked about site readiness in Campbell County. In response to Commissioner Coleman's question, Mr. Cutter explained his visit to Baynum Painting in Newport.

Judge Pendery noted that the monthly civilian labor force in Campbell County is 47,000-48,000 people and that there are a couple thousand heroin addicts in the County which is about 4% of the labor force. With the low unemployment rate, employers are complaining that there are not enough employees. Many addicts are holding jobs, but it would help if many of these people could be added back to the workforce. He stated that it is estimated that there are 26,000 people addicted to opioids in Northern Kentucky. The heroin problem does effect the region's ability to attract employers by not having enough workers.

There being no further items for discussion, Judge Pendery thanked those in attendance and the meeting was adjourned at 7:25 p.m.

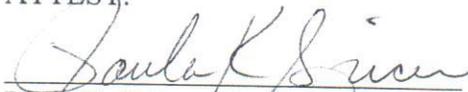
APPROVED:



STEVE PENDERY

Campbell County Judge/Executive

ATTEST:

  
Paula K. Spicer, Fiscal Court Clerk

**CAMPBELL COUNTY FISCAL COURT  
MINUTES**

**NOVEMBER 14, 2016**

A special meeting of the Campbell County Fiscal Court was held on Monday, November 14, 2016, at 10:00 a.m. at the Campbell County Administration Building, Third Floor Conference Room 309, 1098 Monmouth Street, Newport, Kentucky.

In attendance at the meeting were:

COUNTY JUDGE/EXECUTIVE:  
STEVE PENDERY

COUNTY COMMISSIONERS:  
CHARLIE COLEMAN  
TOM LAMPE  
BRIAN PAINTER

Steve Franzen  
Matt Elberfeld

County Attorney  
County Administrator

The meeting was called to order at 10:30 a.m. by Judge Pendency. Following roll call, a quorum was declared present.

Matt Elberfeld requested a motion to meet in executive session pursuant to KRS 61.810(1)(c) discussions of proposed or pending litigation against or on behalf of the public agency. Motion was made by Commissioner Lampe, seconded by Commissioner Painter. All voted "AYE" and the motion passed.

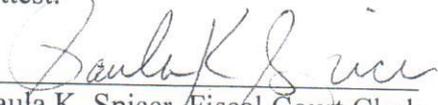
The Fiscal Court met in executive session until 11:45 a.m. Motion was made by Commissioner Lampe to adjourn the executive session, seconded by Commissioner Painter. All voted "AYE" and the motion passed.

There being no further business to come before the Fiscal Court, Commissioner Lampe made a motion to adjourn, seconded by Judge Pendency. All voted "AYE" and the meeting adjourned at 11:45 a.m.

Approved:

  
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STEVE PENDERY  
Judge/Executive

Attest:

  
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Paula K. Spicer, Fiscal Court Clerk