

**CAMPBELL COUNTY FISCAL COURT
MINUTES**

April 18, 2012

A regular meeting of the Campbell County Fiscal Court was held on Wednesday, April 18, 2012, 5:30 p.m. at the Campbell County Administration Building, Fiscal Court Chambers, 1098 Monmouth Street, Newport, Kentucky.

In attendance at the meeting were:

COUNTY JUDGE/EXECUTIVE:
STEVE PENDERY

COUNTY COMMISSIONERS:
PETE GARRETT
BRIAN PAINTER
KENNETH RECHTIN

Pat Walsh	Assistant County Attorney
Melissa Williams	Director of Administration
Jim Seibert	Fiscal Director
Paula Spicer	Fiscal Court Clerk
Colonel Keith Hill	Campbell County Police Chief
William Turner	Office of Emergency Management Director
Allyn Reinecke	Part-time Human Services Specialist

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 April 4, 2012 were presented. Motion was made by Commissioner Garrett, seconded by Commissioner Rechtin to approve the minutes. All voted "AYE" and the motion passed.

Judge Pendery invited comments from the public.

Kevin Gordon, Wilder, Kentucky, addressed the Fiscal Court about the Campbell County Public Library's proposed tax increase and a study conducted by a professional fundraiser on behalf of the Library investigating the possibility of raising money for the proposed new branch. He recounted some of the results of the study that were presented at the Library Board meeting last month. Mr. Gordon suggested that the Library possibly hold-off on the tax increase pending the outcome of the capital campaign, and further suggested that the Fiscal Court consider a resolution expressing that sentiment to the Library Board. Mr. Gordon then discussed how the

cost of living has increased, and how a tax increase at this time would be a burden to the residents of Campbell County.

Ken Moellman asked for an explanation of the lease of space at the Alexandria Courthouse to the Library. Judge Pendery stated that there is a lot of unused space at the Courthouse and if the County can find somebody who can use it and make some money from it, it would be better to have the vacant space occupied.

Judge Pendery recognized Larry Varney and Mary Kathryn Dickerson of the Campbell County Conservation District and asked them to present their report. Mr. Varney stated that every county in Kentucky has a Conservation District organized under KRS 262. The Conservation District's mission is to improve and conserve soil and water quality in Kentucky. The Conservation District offers a variety of programs that: provide funds to help farmers implement their plans required by the Kentucky Agricultural Water Quality Act, assist farmers with Best Management Practices, disburse the County Agriculture Investment Program funds, provide rental of a lime-spreader, help citizens and cities deal with landslide issues, assist victims of natural disasters, and perform agricultural studies. Mr. Varney talked about two events that the Conservation District sponsors: the Farm to Fork Dinner and the Backroads Farm Tour. He then explained the Agricultural District Program designation that can be obtained from the State. Mr. Varney talked about the Hawthorne Crossing Conservation Area along the Licking River which was funded through the Kentucky Heritage Land Conservation Fund Board. He stated that the Conservation District doesn't just help farmers, it also sponsors art and writing contests for students, awards urban beautification grants, provides scholarships for students studying natural history or agricultural related fields, and presents a "Cooperator of the Year" award to an area farmer. Mr. Varney concluded by naming the Conservation District Board members and staff.

Melissa Williams presented old business beginning with a second reading of Ordinance O-03-12 by title and summary. O-03-12 enacts and adopts the 2012 S-24 Supplement to the Code of Ordinances of the County of Campbell, Kentucky (July 1, 2011 through December 31, 2011). This Supplement contains legislation adopted through December 31, 2011. Commissioner Rehtin made a motion to adopt O-03-12, seconded by Commissioner Garrett. All voted "AYE" and the motion passed.

Ordinance O-04-12 was presented for a second reading by title and summary. O-04-12 repeals Ordinances O-18-04 relating to the Home Rule Statute and its application to the division of land within the County and O-20-04 which established the "Designated Agent" and "Review Board" pursuant to Ordinance O-18-04. Steve Franzen, County Attorney, recommends that these ordinances be repealed. It has not been determined whether any other regulations will be put in place those repealed. Commissioner Garrett made a motion to adopt O-4-12, seconded by Judge Pendery. All voted "AYE" and the motion passed.

Ms. Williams introduced new business with a first reading of Ordinance O-05-12 by title and summary. O-05-12 amends Chapter 90: "Animals" of the Campbell County Code of Ordinances. Ms. Williams advised that Lisa Bowman, Animal Shelter Director, has been reviewing the Code and recommended various changes. Some of the amendments include replacing the term "dog catcher" with "animal control officer" and adding a section on micro-

chipping of animals when they are reclaimed by their owners. She and Lisa Bowman answered questions from the Fiscal Court and the audience. This was a first reading and no vote was taken.

Resolution R-36-12 was read by title and summary given. R-36-12 amends the Campbell County Animal Shelter Operating Manual to reflect policy and operational changes. This Manual was last updated in 2008; this amendment will include current practices and add a section on micro-chipping. Commissioner Rechtin made a motion to adopt R-36-12, seconded by Commissioner Garrett. All voted “AYE” and the motion passed.

Resolution R-37-12 was read by title and summary given. R-37-12 adopts a Volunteer Handbook to be used at the Campbell County Animal Shelter. This handbook of guidelines and procedures will be given to volunteers at the Animal Shelter. It also includes forms that must be completed by all volunteers. Commissioner Rechtin made a motion to adopt R-37-12, seconded by Commissioner Painter. All voted “AYE” and the motion passed.

Resolution R-38-12 was read by title and summary given. R-38-12 authorizes the Office of Emergency Management to apply for Hazard Mitigation Grant Program funds to be used to replace three sirens. Judge Pendery made a motion to adopt R-38-12, seconded by Commissioner Garrett. All voted “AYE” and the motion passed. Judge Pendery reminded the audience that these sirens are meant to warn people who are outdoors. People are urged to get a weather radio for their home to alert them when warnings are issued.

Resolution R-39-12 was read by title and summary given. R-39-12 allocates Mental Health/Intellectual Disability Tax Funds for FY 2013. Commissioner Rechtin made a motion to adopt R-39-12, seconded by Commissioner Garrett. All voted “AYE” and the motion passed.

Resolution R-40-12 was read by title and summary given. R-40-12 allocates Senior Citizens’ Tax Funds for FY 2013. Judge Pendery made a motion to adopt R-40-12, seconded by Commissioner Garrett. Commissioner Rechtin abstained from voting because some funds are allocated to Senior Services of Northern Kentucky, his employer. Commissioners Garrett and Painter and Judge Pendery voted “AYE” and the motion passed.

Resolution R-41-12 was read by title and summary given. R-41-12 authorizes the Campbell County Fiscal Court, County of Campbell, Kentucky and Campbell County Public Properties Corporation to convey properties located at 3500 Alexandria Pike, Highland Heights, Kentucky to the Campbell County Extension District Board, and authorizes the County Judge/Executive and the President of Campbell County Public Properties Corporation to execute the necessary documents related to said transfer. The property to be transferred is the site of the Extension Center building and two additional small parcels which will allow for expansion of the facility which is currently underway. Commissioner Rechtin made a motion to adopt R-41-12, seconded by Commissioner Garrett. All voted “AYE” and the motion passed.

Resolution R-42-12 was read by title and summary given. R-42-12 authorizes the Campbell County Public Properties Corporation to amend a lease on property located at 3500 Alexandria Pike, Highland Heights, Kentucky known as the “Educational Garden Area” with the Campbell

County Extension District Board, and authorizes Campbell County Public Properties President Steve Penderly to execute the necessary documents related to said lease amendment. Commissioner Rechtin made a motion to adopt R-42-12, seconded by Commissioner Garrett. Commissioner Garrett clarified what part of the property is being released from the lease and used for the new parking lot. All voted "AYE" and the motion passed.

Resolution R-43-12 was read by title and summary given. R-43-12 authorizes execution of an agreement to lease office space in the Campbell County Courthouse in Alexandria. The Campbell County Public Library wishes to lease this space for use in administering its capital campaign. Commissioner Rechtin made a motion to adopt R-43-12, seconded by Commissioner Garrett. All voted "AYE" and the motion passed. Commissioner Rechtin complimented the Library on conducting a capital campaign to raise money for the new library branch. While he does not agree with the way that the various boards are constructed, he believes that it is up to the library board to decide if they need to increase taxes.

Resolution R-44-12 was read by title and summary given. R-44-12 authorizes the County Judge/Executive to execute a Warranty Service Program with Global Business Solutions, Inc. for a term of one year. Under this agreement, Global Business Solutions will provide warranty and technical support for the Fiscal Court's phone system at the Administration Building, Detention Center and Police Department. The cost for one year is \$7,000.00. The phone system is outdated and this will keep it operational until it can be replaced. Judge Penderly made a motion to adopt R-44-12, seconded by Commissioner Rechtin. Jim Seibert stated that the IT Department is concerned about the current phone system, and the cost of a new system will probably be included in the 2014 budget. All voted "AYE" and the motion passed.

A motion was requested to proclaim April 16 through 20, 2012 as Volunteer Appreciation Week in Campbell County. It is estimated that Campbell County has about 300 volunteers serving in various departments and on its boards. Motion was made by Judge Penderly, seconded by Commissioner Rechtin. All voted "AYE" and the motion passed.

A motion was requested to accept the resignation of Police Officer Zachary Rechtin effective April 2, 2012. Motion was made by Judge Penderly, seconded by Commissioner Painter. All voted "AYE" and the motion passed.

A motion was requested to accept the resignation of Jason Strayer, Interim IT Specialist, effective April 13, 2012. Motion was made by Judge Penderly, seconded by Commissioner Painter. All voted "AYE" and the motion passed.

A motion was requested to appoint Larry T. Baumann to the part time position of Pro Shop Assistant/Golf Starter at A J Jolly Golf Course with compensation set at Grade 4H (\$9.08/hour) effective May 1, 2012. Motion was made by Judge Penderly, seconded by Commissioner Painter. All voted "AYE" and the motion passed.

A motion was requested to appoint Hannah Myers to the part time position of Clubhouse Concession Worker at A J Jolly Golf Course with compensation set at Grade 4F (\$8.64/hour)

effective May 1, 2012. Motion was made by Judge Pendery, seconded by Commissioner Painter. All voted "AYE" and the motion passed.

A motion was requested to accept the resignation of Robert Reinecke, Tax Compliance Officer, effective April 25, 2012. Motion was made by Judge Pendery, seconded by Commissioner Rehtin. All voted "AYE" and the motion passed. Judge Pendery stated that Mr. Reinecke has done an outstanding job for the Fiscal Court and he wishes him the best.

Resolution R-45-12 was read by title and summary given. R-45-12 updates the Tax Compliance Officer position description and authorizes corresponding amendments to the Administrative Code. Judge Pendery made a motion to adopt R-45-12, seconded by Commissioner Painter. Melissa Williams stated that this update better reflects the duties and responsibilities assigned to the position; there is no change in pay grade. All voted "AYE" and the motion passed.

A motion was requested to authorize staff to advertise, interview and hire for the full time position of Tax Compliance Officer. Motion was made by Judge Pendery, seconded by Commissioner Garrett. All voted "AYE" and the motion passed.

A motion was requested to reappoint Roger Mason to the Campbell County & Municipal Board of Adjustment for a four year term effective April 21, 2012 through April 20, 2016. Motion was made by Judge Pendery, seconded by Commissioner Rehtin. All voted "AYE" and the motion passed.

A motion was requested to appoint Joseph Powers to the Campbell County Ethics Commission to fill the unexpired term of Lee Hanna effective immediately and through January 31, 2013. Motion was made by Judge Pendery, seconded by Commissioner Rehtin. All voted "AYE" and the motion passed.

Commissioner Rehtin advised that he will not attend the Mayors' meeting scheduled for April 24, 2012 as he will be out of town.

Judge Pendery announced two upcoming events in Campbell County: (1) the "Shred Day" will be held on April 28, 2012 at the DAV in Cold Spring, and (2) the next Campbell County Mayors' meeting will be held on April 24, 2012 at the County Administration Building, Fiscal Court Chambers.

Judge Pendery advised that during a recent bridge inspection the California Crossing bridge was downgraded to a 3 ton limit bridge. The County is looking at options to replace the bridge and exploring funding sources with the Kentucky Transportation Cabinet.

Judge Pendery requested 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. He stated that no action would be taken following the executive session. Motion was made by Commissioner Garrett, seconded by Judge Pendery. All voted "AYE" and the motion passed.

Jim Seibert requested a motion to accept the bid of Judy Construction in the amount of \$136,900 to replace the Uhl Road Bridge located in unincorporated Campbell County. The County has received \$80,000 from the Kentucky Transportation Cabinet's 80-20 Bridge Replacement Program to assist with construction of this bridge. Motion was made by Commissioner Rehtin, seconded by Judge Pendery. Mr. Seibert stated that two bids were received for this project; the bid that was not selected was substantially higher. Both Cardinal Engineering and the County's Road Supervisor recommend Judy Construction for this project. Melissa Williams added that Rob Hans, Chief District Engineer, District Six Highway Department, also has approved this bid because state funds are being used. Mr. Hans is familiar with the work of Judy Construction. All voted "AYE" and the motion passed.

A motion was requested to accept the proposal from Van Gorder, Walker & Company Inc. for the audits of the County's component units for a two year period. The fees are \$21,700 for each year. 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 April 18, 2012. Assistant County Attorney Pat Walsh stated that County Attorney Steve Franzen had reviewed the claims and determined that all appear appropriate. Motion was made by Commissioner Rehtin, seconded by Commissioner Painter. All voted "AYE" and the motion passed.

The Fiscal Court then met in executive session pursuant to motion previously made.

Motion was made by Commissioner Painter, seconded by Commissioner Rehtin to adjourn the executive session. All voted "AYE" and the motion passed.

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

Attachments:

Ordinance O-03-12	Adopt 2012 S-24 Code Supplement
Ordinance O-04-12	Repeal Ordinances O-18-04 and O-20-04
Ordinance O-05-12	Amend Section 90 "Animals" of Code of Ordinances
Resolution R-36-12	Amend Animal Shelter Operating Manual
Resolution R-37-12	Amend Animal Shelter Volunteer Handbook
Resolution R-38-12	Hazard Mitigation Grant Application for New Sirens
Resolution R-39-12	Allocate mental health/Intellectual Disability Tax Funds
Resolution R-40-12	Allocated Senior Citizen Tax Funds
Resolution R-41-12	Transfer Property to Extension District
Resolution R-42-12	Amend Lease with Extension District
Resolution R-43-12	Agreement to Lease Office Space at Alexandria Courthouse
Resolution R-44-12	Agreement with Global Business Solutions
Proclamation	Volunteer Appreciation Week
Resolution R-45-12	Update Tax Compliance Officer Job Description

Claims and Supplemental Claims of April 18, 2012

Approved:

STEVE PENDERY
Judge/Executive

Attest:

Paula K. Spicer, Fiscal Court Clerk