

**CAMPBELL COUNTY FISCAL COURT
MINUTES**

March 6, 2013

A regular meeting of the Campbell County Fiscal Court was held on Wednesday, March 6, 2013, 7:00 p.m. at the Campbell County Courthouse located at 8352 East Main Street, Alexandria, Kentucky.

COUNTY JUDGE/EXECUTIVE:
STEVE PENDERY

COUNTY COMMISSIONERS:
PETE GARRETT
BRIAN PAINTER
KENNETH RECHTIN

Steve Franzen	County Attorney
Robert Horine	County Administrator
Melissa Williams	Director of Administration
Matt Elberfeld	Finance Director
Paula Spicer	Fiscal Court Clerk
Keith Hill	Campbell County Police Chief
Kim Serra	Human Resources Director
David Plummer	Solid Waste Coordinator
Steve Penrod	IT Director

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 special meetings of February 20 and February 19, 2013 were presented. Motion was made by Commissioner Garrett, seconded by Commissioner Painter to approve the minutes. All voted "AYE" and the motion passed.

Judge Pendery invited comments from the public. He then stated that he has decided to institute a policy limiting comments to three minutes per person when addressing the Fiscal Court. If an issue requires more discussion, they are willing to take the extra time.

Ken Moellman asked if the Fiscal Court is aware that Sanitation District No. 1 (SD1) cannot place liens on real estate as a result of delinquent payment of bills. Judge Pendery stated that this subject has not been discussed recently. Mr. Moellman then asked if the Fiscal Court would allow SD1 and the Northern Kentucky Water District to turn off service for non-payment of bills. Judge Pendery stated that he thought that that was the rule if a bill wasn't paid. Mr. Moellman

stated that SD1's meeting minutes say that they will be contacting the Fiscal Court about this issue.

Charles Coleman asked if Judge Pendery would repeat his comment on the three minute limit and give a reason for this action. Judge Pendery stated that they are willing to meet with people outside of the meeting time so he'd like comments to be limited to three minutes during the meeting. The reason is to keep the meeting running and to hold down the public comment section to allow for the rest of the meeting to proceed. Judge Pendery stated that this is not something that the Fiscal Court has voted on, but he thought that everybody was satisfied with it. Commissioner Painter stated that he thought that there was a time limit on comments from the public when he first came on the Fiscal Court. He stated that they are willing to meet with people outside of the regular meeting time. Mr. Coleman stated that issues should be discussed in public and available to the entire county. Commissioner Rechlin stated that anybody who wants to comment on an issue at the meeting will be able to do so. Ken Moellman asked if a citizen could request time prior to the meeting to present information.

Colonel Keith Hill, Chief of the Campbell County Police Department presented his annual report on the Police Department for 2012. He first thanked the Fiscal Court for its support. He then named officers who have received individual awards or recognition during 2012. Chief Hill stated that the seven Volunteers in Police Service (VIPS) volunteered 856 hours to the Police Department in 2012. He then gave statistics on reported crimes, clearance rates, number of calls for service, and traffic and accident investigations. Chief Hill addressed questions from the members of the Fiscal Court and the audience. Certificates of recognition were presented to Officers Josh Johnson, Geoff Lucas and Marty Hart, VIPS Betty Miller, Bruce Siry and Sam Roberts. Chief Hill announced that the Annual Report is on line. Judge Pendery stated that the Fiscal Court appreciates the work done by the Police Department and thanked Chief Hill for the report.

There being no old business Melissa Williams presented new business with Resolution R-17-13 by title and summary. R-17-13 authorizes the Judge/Executive to execute a letter of agreement with Emerson L. Richmond, ELR Bridge Inspection LLC, for inspection of bridge and culverts in Campbell County with less than a 20 foot span, in consideration of the sum of \$14,450.00. ELR performed this service for the Fiscal Court in 2008 and will do it this year for the same price. Commissioner Rechlin made a motion to adopt R-17-13, seconded by Commissioner Garrett. All voted "AYE" and the motion passed.

Resolution R-18-13 was read by title and summary given. R-18-13 regards the annual review of the Campbell County Detention Center Policy and Procedure Manual. The Kentucky Department of Corrections requires that the Policy be reviewed annually. The Policy is amended as needed, however Jailer Daley recommends no changes at this time. Commissioner Rechlin made a motion to adopt R-18-13, seconded by Commissioner Painter. All voted "AYE" and the motion passed.

Resolution R-19-13 was read by title and summary given. R-19-13 authorizes the County Judge/Executive to execute an agreement between the Campbell County Extension Service and the Campbell County Recreation Department to provide mowing and trimming services to the

Campbell County Extension Environmental Center during 2013. The Fiscal Court has entered into this agreement for an exchange of mowing and trimming services with the Extension Service for the last several years. Commissioner Garrett made a motion to adopt R-19-13, seconded by Commissioner Rechlin. All voted "AYE" and the motion passed.

Ms. Williams advised that staff wishes to table Resolution R-24-13 at this time.

Resolution R-22-13 was read by title and summary given. R-22-13 approves Senior Services of Northern Kentucky to use the present excess funding for Fiscal Year 2013 to provide emergency home delivered meals, payable from the Senior Citizens Tax Funds Account. Commissioner Garrett made a motion to adopt R-22-13, seconded by Commissioner Painter. Commissioner Rechlin recused himself from voting on this resolution since he is employed by the Senior Services of Northern Kentucky. All voted "AYE" and the motion passed.

A motion was requested to extend the deadline for employees to use their 2012 overflow vacation from April 1, 2013 through July 1, 2013. Motion was made by Judge Pendery, seconded by Commissioner Rechlin. All voted "AYE" and the motion passed.

Resolution R-21-13 was read by title and summary given. Resolution authorizes changes to the New Police Recruit Contract. Ms. Williams read the changes to the Contract which were recommended by Police Chief Keith Hill and reviewed by the County Attorney's office. Judge Pendery made a motion to adopt R-21-13, seconded by Commissioner Garrett. All voted "AYE" and the motion passed.

Resolution R-20-13 was read by title and summary given. R-20-13 authorizes the Judge/Executive to execute a Memorandum of Agreement with the Kentucky Board of Emergency Medical Services/KCTCS for Fiscal Year 2013 Ambulance Service Grant funding. The Fiscal Court received \$10,714.28 this year which will be split among the life squad units in the County. Commissioner Rechlin made a motion to adopt R-20-13, seconded by Commissioner Garrett. All voted "AYE" and the motion passed.

A motion was requested to advance Geoffrey Lucas from Police Officer Grade 2 to Police Officer Grade 3 with salary adjustment from Grade 10B (\$19.3634/hour or \$40,275.87 annually) to Grade 11A (\$19.8357/hour or \$41,258.26 annually) effective March 23, 2013 in accordance with the current Fraternal Order of Police working agreement. Motion was made by Judge Pendery, seconded by Commissioner Rechlin. All voted "AYE" and the motion passed.

A motion was requested to appoint the following Golf Course Maintenance Workers at an hourly rate of \$10.20 effective March 7, 2013 through the 2013 Park Season: Terry Kennedy, Elden Siemer, Charlie Rauch, Roger Church, Mark Schroder, Andy Ashmore, Michael Rimer, Aaron Myers, Josiah Myers and Eric Meek. Motion was made by Judge Pendery, seconded by Commissioner Painter. All voted "AYE" and the motion passed.

A motion was requested to appoint Justin Jolly and Steve Cunningham as Golf Starters at an hourly rate of \$10.20 effective March 7, 2013 through the 2013 Golf Course Season. Motion

was made by Judge Pendery, seconded by Commissioner Painter. All voted “AYE” and the motion passed.

Resolution R-23-13 was read by title and summary given. Resolution authorizes the addition of an IT Specialist position and a corresponding amendment to the Administrative Code. Judge Pendery made a motion to adopt R-23-13, seconded by Commissioner Painter. Commissioner Rechtin stated that the budget draft last year contained two full-time and one part-time IT positions, but the final budget contained an additional IT Specialist position. He suggested that this resolution be taken off of the agenda and be handled through the budget process which is only a few months away. Judge Pendery stated that they try to get by with a lower staffing level when they can. The IT staff is putting in a lot of hours and can't be expected to continue it indefinitely. Robert Horine explained that between the time that the budget was drafted and when it was adopted last year, it was determined that they needed to budget for the additional IT position. Staff has held off adding the position, however the additional position is needed as contracts with other agencies now require more time. The IT staff currently provides services to nine outside agencies and at this point IT has already provided the number of hours for these agencies that they expected to use for the entire year. In addition, the new Sheriff requested to use the Fiscal Court's IT services rather than contracting services. Mr. Horine pointed out that it will take some time to fill the new position. Commissioner Rechtin stated that \$215,000 was spent on IT in 2008-2009; that cost has increased \$100,000 over five years. He stated that all units of government should be treated equally; therefore they should immediately stop billing the nine other agencies for IT services if we are giving free service to one unit of government. Commissioner Rechtin made a motion that the Fiscal Court do that. Judge Pendery stated that if the Sheriff pays for the service, he is essentially paying the Fiscal Court with its own money. However, he agreed that the Sheriff should pay the Fiscal Court. Judge Pendery stated that they will talk to the Sheriff about it at their next weekly meeting. Commissioner Rechtin stated that it is unfair to undercut private business by charging less; all associated costs should be included in the charges by the Fiscal Court. Judge Pendery stated that the amount charged for County services should be periodically reviewed. Commissioner Painter stated that the Fiscal Court needs to have a good fiduciary relationship with its IT Department who will look out for its best interest; having our own IT Department saves a lot of money. He agreed that the Fiscal Court should have an accounting of billing for the sheriff if we are providing services. Commissioner Painter stated that having our own IT Department has many benefits and he still believes that the Fiscal Court should have its own department. Commissioner Rechtin acknowledged that IT work is increasing, but adding a position should be taken up in the budget process. He reiterated that the other cities that are served by our IT Department should be treated the same way that they decide to treat the Sheriff. Judge Pendery agreed that the Fiscal Court does need to send the Sheriff a bill and account for the services provided to his office. Commissioners Garrett and Painter and Judge Pendery voted “AYE”, Commissioner Rechtin voted “NAY” and the motion passed.

A motion was requested to authorize staff to advertise, interview and hire for the position of IT Specialist. Motion was made by Judge Pendery, seconded by Commissioner Painter. All voted “AYE” and the motion passed. Commissioner Rechtin stated that since the position has been created he will vote in favor of advertising to fill it.

A motion was requested to appoint Gregory Fassler to the position of full time Staff Accountant with the Campbell County Fiscal Affairs Department effective March 25, 2013 with compensation set at Grade 11L, \$42,967.00 annually. Motion was made by Judge Pendery, seconded by Commissioner Garrett. All voted "AYE" and the motion passed.

A motion was requested to accept the resignation of Elizabeth Miller from the position of Administrative/FSS Coordinator in the Housing Department effective March 11, 2013. Motion was made by Judge Pendery, seconded by Commissioner Rehtin. All voted "AYE" and the motion passed. Judge Pendery thanked Ms. Miller for her service to the Fiscal Court.

Resolution R-25-13 was read by title and summary. R-25-13 deletes the position of Administrative/Family Self-Sufficiency Coordinator and adds a Housing Specialist position and authorizes corresponding amendments to the Administrative Code. The position of Administrative/Family Self-Sufficiency Coordinator was held by Elizabeth Miller and is being deleted to do her resignation; it will be replaced with a Housing Specialist position. Judge Pendery made a motion to adopt R-25-13, seconded by Commissioner Garrett. All voted "AYE" and the motion passed.

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

A motion was requested to appoint Joe Strange to the Pendleton County Water District Board for a term effective March 6, 2013 through December 31, 2015. Mr. Strange will fill the unexpired term of Dr. Joseph Crowley who resigned on December 31, 2012. Motion was made by Judge Pendery, seconded by Commissioner Rehtin. All voted "AYE" and the motion passed.

Commissioner Painter spoke about a communication from Congressman Thomas Massie's Veteran's Affairs Liason, Lloyd Rogers. The Kentucky Legislature is proposing to make a Kentucky Veterans' Hall of Fame. He determined from the kyveterans.org website that the memorial will be located at the Kentucky Horse Park and will be privately funded. The plan has passed the senate and is before the house for a vote. He stated that he can think of several deserving veterans that could be nominated. He suggested that Robert Horine tailor the resolution for the Fiscal Court and present it. Lloyd Rogers stated that Sam's and Walmart are financially supporting the proposed Hall of Fame and it will cost the government nothing. He was unsure as to why action was needed by the State legislature. Mr. Rogers stated that the Horse Park site was chosen because it is the place most visited by people from out of the state. He stated that five other states have a similar Hall of Fame.

Commissioner Rehtin stated that Sheriff Jeff Kidwell is making many changes and improvements to the department since taking office in November. He suggested that Sheriff Kidwell be invited to a future Fiscal Court meeting to talk about his plans.

Judge Pendery requested a motion to change the Fiscal Court meeting scheduled for Wednesday, March 20, 2013 at 5:30 p.m. to Friday, March 22, 2013 at 12:00 p.m. (noon) at the Fiscal Court Chambers, 1098 Monmouth Street, Newport, Kentucky due to a conflict with scheduling.

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

Judge Pendery announced that the Campbell County Clean Up will be held on April 12-14, 2013 at the County Transportation Department, Pendery Park and the County Police Department. More details are on the County's website.

Judge Pendery announced that the Campbell County Shred Day will be held on April 20, 2013 at the Disabled American Veterans parking lot at US 27 and Rt. 1998 in Cold Spring.

Matt Elberfeld requested a motion to declare certain property from the Lakeside Terrace Senior Apartments as surplus property, and authorize staff to dispose of same through surplus sale, salvage or proper disposal. The items include: approximately 80 apartment-size refrigerators and stoves, pool table, piano, organ, lobby furniture, extra parts, a riding lawn mower, office furniture and filing cabinets and items left in storage rooms. Motion was made by Commissioner Garrett, seconded by Commissioner Rehtin. Melissa Williams stated that all departments of the Fiscal Court and the Senior Center have already taken items that they can use. All voted "AYE" and the motion passed.

A motion was requested to authorize the purchase of a Greensmaster 3150-Q mower for the A J Jolly Golf Course from Century Equipment for the State Contract price of \$21,505.68. Mr. Elberfeld explained the reasons that this purchase is requested and why this particular model was chosen. This purchase was budgeted. Motion was made by Commissioner Rehtin, seconded by Commissioner Garrett. All voted "AYE" and the motion passed.

Mr. Elberfeld then requested a motion to approve the claims as presented for March 6, 2013. County Attorney Steve Franzen stated that he has reviewed the claims and determined 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 8:25 p.m.

Attachments:

Resolution R-17-13	Contract for Bridge Inspection Services
Resolution R-18-13	Annual Review of Jail Policy and Procedure Manual
Resolution R-19-13	Agreement with Extension Center for Mowing Services
Resolution R-20-13	Agreement with KY Board of Emergency Medical Services
Resolution R-22-13	Transfer of Senior Citizens Tax Funds
Resolution R-21-13	Amend Police Department Recruit New Hire Contract
Resolution R-23-13	Additional IT Specialist Position

Resolution R-25-13 Additional Housing Specialist Position
Claims March 6, 2013

Approved:

STEVE PENDERY
Judge/Executive

Attest:

Paula K. Spicer
Fiscal Court Clerk