

**CAMPBELL COUNTY FISCAL COURT
MINUTES**

FEBRUARY 18, 2015

A regular meeting of the Campbell County Fiscal Court was held on Wednesday, February 18, 2015 at 5:30p.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
CHARLIE COLEMAN
TOM LAMPE
BRIAN PAINTER

Robert Horine	County Administrator
Steve Franzen	County Attorney
Matthew Elberfeld	Finance Director
Paula Spicer	Fiscal Court Clerk
Cindy Minter	Director of Planning and Zoning

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 February 4, 2015 were presented. Commissioner Lampe made a motion to adopt the minutes, seconded by Commissioner Coleman. All voted "AYE" and the motion passed.

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

Judge Pendery presented Robert Horine with a watch in recognition of Mr. Horine's 13 years of service as County Administrator. Judge Pendery described Mr. Horine as trustworthy, smart and very capable. He talked about the major projects that Mr. Horine accomplished during his tenure including a five-stage jail renovation and construction of the new County Administration Building. Mr. Horine stated that working for the Fiscal Court has been the high-point of his career. He complimented the staff, and thanked the members of the Fiscal Court both past and present. Mayor Jerry Peluso of the City of Newport, and Tom Fromme, City Manager of the

City of Newport, presented Mr. Horine with a plaque in honor of his service and thanked him for his cooperation over the years.

Rob Hans, Chief Engineer, Kentucky Transportation Cabinet District Six, opened a presentation on the Cabinet's recommendations for Fiscal Year 2015-2016 Rural Secondary road funds. Also in attendance from District Six were Andy Yeager and Rob Franxman. Andy Yeager advised that the total allotment this year for Campbell County projects is \$789,714. The amount available from Flex Funds is \$118,457. The amount available for State rural secondary road projects is \$466,206 which is about \$50,000 less than last year. Mr. Yeager listed the three projects that are recommended by the Transportation Cabinet for use of Secondary Road funds and a project recommended for use of Flex Funds. Mr. Yeager explained the selection process that was used. Judge Pendery stated that the recommendations will be forwarded to the County's Road Supervisor for his review. Mr. Hans explained why the County's allotment is less this year due to a decrease in the Motor Fuel Usage Tax. He stated that the amount of Flex Funds is based on the condition of rural secondary roads; this year 15% is available to Campbell County. Mr. Hans answered questions from the Fiscal Court and the audience.

Police Chief Craig Sorrell presented Officer Matthew Meyer with his new badge in recognition of his promotion to Sergeant.

Cindy Minter, Planning and Zoning Director, addressed the Fiscal Court on the update to the Comprehensive Plan. The last major update to the plan was in 2008. The Plan applies to communities represented by the Campbell County and Municipal Planning and Zoning Commission: Cities of Crestview, Melbourne, Silver Grove, Southgate, Woodlawn and unincorporated areas of Campbell County. Ms. Minter stated that a draft of the vision, goals and objectives for the Plan is available online. Comments from the public are encouraged and will be received through April 30, 2015. She will be attending the partner cities meetings to talk about the update and is happy to talk to any individuals or groups. Her goal is to have the Comprehensive Plan update completed by the end of this year.

There being no old business, Paula Spicer presented new business with Resolution R-25-15 by title and summary given. R-25-15 updates the Campbell County Organizational Chart and authorizes corresponding amendments to the Administrative Code. The Chart sets out the reporting relationships between department heads and the County Administrator and Assistant County Administrator. Matt Elberfeld explained that most of these relationships were already in place. Commissioner Coleman made a motion to adopt R-25-15, seconded by Commissioner Lampe. All voted "AYE" and the motion passed.

Resolution R-26-15 was read by title and summary given. R-26-15 updates position descriptions to reflect changes to the reporting structure and authorizes corresponding amendments to the Administrative Code. The amendments provide that the following positions shall report to the Assistant County Administrator: Administrative Analyst/Solid Waste Program Manager, Animal Shelter Manager, Human Resources Director, Human Services Program Manager, Parks and Recreation Manager and Senior Center Manager. Judge Pendery made a motion to adopt R-26-15, seconded by Commissioner Coleman. All voted "AYE" and the motion passed.

Resolution R-31-15 was read by title and summary given. R-31-15 modifies the fee schedule for HVAC services for Campbell County, Kentucky aligning it with the schedule of the Kentucky Department of Housing, Buildings and Construction. The State will be increasing rates for licensing, permitting and inspection services and State statute requires that local fees match the State fees. Commissioner Coleman made a motion to adopt R-31-15, seconded by Judge Pendery. Cindy Minter explained that she received notice that a new fee schedule would go into effect on March 1, 2015 and the County must amend its fees accordingly. Ms. Minter answered questions from the Fiscal Court and the audience. All voted "AYE" and the motion passed.

A motion was requested to proclaim the week of February 23 through March 1, 2015 as "United Against Opiate Abuse and Heroin Week" in Campbell County, Kentucky. The proclamation will be presented at a Regional Opiate Summit to be held on February 23 and 24, 2015. Motion was made by Commissioner Painter, seconded by Commissioner Lampe. All voted "AYE" and the motion passed.

A motion was requested to proclaim the week of February 22, 2015 as "UK Week" in recognition of the University's 150th anniversary. The proclamation was requested by Drew Graham, Senior Assistant Dean at the UK College of Agriculture. Motion was made by Commissioner Coleman, seconded by Judge Pendery. All voted "AYE" and the motion passed.

A motion was requested to accept the resignation of Melissa Williams from the part-time, temporary position of Director of Administration effective February 28, 2015. Motion was made by Judge Pendery, seconded by Commissioner Lampe. All voted "AYE" and the motion passed.

A motion was requested to promote Jeremy Newberry from Sergeant II Grade 14I to Lieutenant Grade 16G with compensation set at \$66,156 annually (\$31.8057 hourly) effective February 22, 2015 in accordance with the current Fraternal Order of Police working agreement. Motion was made by Judge Pendery, seconded by Commissioner Painter. All voted "AYE" and the motion passed.

A motion was requested to approve a step-in-grade increase for Lieutenant Dennis Lehmkuhl from 16G to 16H with compensation set at \$67,810 annually (\$32.6009 hourly) effective February 22, 2015 in accordance with the current Fraternal Order of Police working agreement. Motion was made by Judge Pendery, seconded by Commissioner Coleman. All voted "AYE" and the motion passed.

A motion was requested to promote Nicholas Heiert from Police Officer Grade 12C to Sergeant I Grade 14H with compensation set at \$60,142 annually (\$28.9144 hourly) effective February 22, 2015 in accordance with the current Fraternal Order of Police working agreement. Motion was made by Judge Pendery, seconded by Commissioner Coleman. All voted "AYE" and the motion passed.

A motion was requested to promote Matthew Meyer from Police Officer Grade 12C to Sergeant I Grade 14H with compensation set at \$60,142 annually (\$28.9144 hourly) effective February 22, 2015 in accordance with the current Fraternal Order of Police working agreement. Motion was

made by Judge Pendery, seconded by Commissioner Lampe. All voted "AYE" and the motion passed.

A motion was requested to appoint the following individuals as Parks and Recreation Maintenance Workers with compensation set at \$10.56 per hour effective March 2, 2015 through the 2015 Parks season: William (Bill) Heck, Paul Kramer, Thomas Kramer, Gary Sperry and Mike Weber. Motion was made by Judge Pendery, seconded by Commissioner Lampe. All voted "AYE" and the motion passed.

A motion was requested to appoint the following individuals as Golf Course Maintenance Workers with compensation set at \$10.56 per hour effective March 1, 2015 through the 2015 Parks season: Michael Rimer, Charlie Rauch, Terry Kennedy, Roger Church, Aaron Myers, Josiah Myers and Micah Myers. Motion was made by Judge Pendery, seconded by Commissioner Painter. All voted "AYE" and the motion passed.

A motion was requested to appoint Seth D. Cutter to the position of full time Economic Development Officer effective March 2, 2015 with compensation set at pay grade 15, \$60,000 annually (total benefit cost of \$20,971.25). Motion was made by Judge Pendery, seconded by Commissioner Lampe. Commissioner Coleman requested that a roll call vote be taken on this motion. Commissioner Coleman stated that he has spent considerable time looking into this position. He stated that Mr. Cutter has an impressive resume. However, he will vote "No" on this appointment, not based on Mr. Cutter's credentials, but on the salary structure. Judge Pendery agreed with Commissioner Coleman that Mr. Cutter is well qualified for the job, the disagreement is about how much he should be paid. The salary is comparable to that of a person who formerly held this position. Commissioner Coleman stated that despite his "No" vote, Mr. Cutter will have his full cooperation and support. Commissioners Lampe and Painter and Judge Pendery voted "AYE", Commissioner Coleman voted "NAY" and the motion passed.

A motion was requested to appoint Matt Elberfeld to serve as Judge/Executive Steve Pendery's alternate on the Northern Kentucky Port Authority Board of Directors effective March 2, 2015. Motion was made by Judge Pendery, seconded by Commissioner Coleman. All voted "AYE" and the motion passed.

A motion was requested to appoint Matt Elberfeld to serve as Judge/Executive Steve Pendery's alternate on the Northern Kentucky Area Development District Board effective March 2, 2015. Motion was made by Judge Pendery, seconded by Commissioner Coleman. All voted "AYE" and the motion passed.

A motion was requested to appoint Matt Elberfeld to serve as Judge/Executive Steve Pendery's alternate on the Ohio-Kentucky-Indiana Regional Council of Governments Board effective March 2, 2015. Motion was made by Judge Pendery, seconded by Commissioner Lampe. All voted "AYE" and the motion passed.

A motion was requested to appoint Cindy Minter to serve as Judge/Executive Steve Pendery's alternate on the Campbell County Extension District Board effective March 2, 2015. Motion

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

A motion was requested to appoint Tom Lampe as a citizen representative from Campbell County to the Northern Kentucky Area Development District Board to fill the unexpired term of Ray Kremer effective February 18, 2015 through September 25, 2016. Motion was made by Judge Pendery, seconded by Commissioner Coleman. All voted “AYE” and the motion passed.

Robert Horine presented Resolution R-30-15 by title and summary given. R-30-15 approves and adopts rules and regulations for temporary use permits for use of specific areas at A J Jolly Park and Pendery Sports Park. The A J Jolly Community Development Council and Larry Harrod, Parks and Recreation Manager, have developed the rules and regulations which have been reviewed and approved by the County Attorney. In addition to the Temporary Use Permit, there is an Addendum establishing an Alcohol Policy to cover any event involving the sale or use of alcoholic beverages. In that case, there would be an additional fee and the applicant would have to show proof of insurance coverage and indemnify the County. Commissioner Painter made a motion to adopt R-30-15, seconded by Commissioner Lampe. All voted “AYE” and the motion passed.

Resolution R-27-15 was read by title and summary given. R-27-15 authorizes the Judge/Executive to execute an agreement with the Commonwealth of Kentucky Transportation Cabinet, Department of Highways for funding in an amount up to \$295,000 to resurface the following County roads: Wagoner Road and Lickert Road. Representative Dennis Keene advised the Fiscal Court that these funds were available to the County if the County would provide a like amount of funds to the Cities of Dayton and Southgate for road improvements. The Fiscal Court applied for these funds some time ago and just received approval. Commissioner Coleman made a motion to adopt R-27-15, seconded by Commissioner Lampe. All voted “AYE” and the motion passed.

Resolution R-28-15 was read by title and summary given. R-28-15 approves and adopts a Memorandum of Agreement (MOA) with the City of Dayton, Kentucky regarding funding for resurfacing of various City streets. Judge Pendery made a motion to adopt R-28-15, seconded by Commissioner Painter. Mr. Horine explained that the \$295,000 that the County receives from the State will be used to resurface County roads and a like amount of funds will be shared between the Cities of Dayton and Southgate. The Fiscal Court shall provide up to \$125,000 to the City of Dayton for street resurfacing projects. If the Fiscal Court does not draw down the entire \$295,000 under its agreement with the State, then the funds provided to the Cities will be reduced accordingly. The Fiscal Court has previously had the same type of arrangement with other cities on two occasions. All voted “AYE” and the motion passed.

Resolution R-29-15 was read by title and summary given. R-29-15 approves and adopts a Memorandum of Agreement (MOA) with the City of Southgate, Kentucky regarding funding for repair of various City streets. The Fiscal Court shall provide up to \$170,000 to the City of Southgate for street repair projects. Judge Pendery made a motion to adopt R-29-15, seconded by Commissioner Coleman. All voted “AYE” and the motion passed.

Steve Franzen stated that Robert Horine's show of emotion earlier in the meeting is a testament to his work; he put his heart and soul into his job. He called Mr. Horine the consummate professional.

Commissioner Lampe congratulated Robert Horine on his retirement and his career. He thanked Mr. Horine for his years of service and many contributions to Campbell County. Commissioner Lampe stated that he has a lot of respect for Mr. Horine and values their friendship.

Commissioner Painter stated that he came to the Fiscal Court in 2009 which was a tough time for people due to the recession. He stated that Robert Horine made the job fun even when it was stressful and hard. He believes that Mr. Horine is the best County Administrator in the State.

Matt Elberfeld requested a motion to authorize staff to advertise for bids for the resurfacing of Wagoner Road and Lickert Road. Motion was made by Judge Pendery, seconded by Commissioner Painter. All voted "AYE" and the motion passed.

Ordinance O-01-15 was presented for a first reading. O-01-15 amends the 2014-2015 annual budget. Mr. Elberfeld stated that a budget amendment is needed due to unanticipated revenues. He explained the three sources of revenue and the corresponding expenditures to the General Fund and Road Fund. The budget amendment will be sent to the Department of Local Government for approval prior to scheduling a second reading of the ordinance.

A motion was requested to acknowledge that outgoing Sheriff Jeff Kidwell has completed his portion of the 2014 tax collection. The settlement indicates that an overpayment in the amount of \$242.33 was made to the Fiscal Court. Therefore, the Fiscal Court owes the Sheriff's Office a like amount. Motion was made by Commissioner Painter, seconded by Judge Pendery. All voted "AYE" and the motion passed.

Matt Elberfeld stated that he considers Robert Horine his mentor and thanked him for instilling in him a passion for public work. He admitted that he has big shoes to fill.

Matt Elberfeld requested a motion to approve the claims and supplemental claims as presented for February 18, 2015. County Attorney Steve Franzen stated that he has reviewed the claims and determined that they all appear appropriate. Motion was made by Commissioner Coleman, 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 6:55 p.m.

Attachments:

Resolution R-25-15	Update Campbell County Organizational Chart
Resolution R-26-15	Update Position Descriptions
Resolution R-31-15	Modify Fees for HVAC Services
Proclamation	United Against Opiate Abuse and Heroin Week
Proclamation	UK Week

Resolution R-30-15 Adopt Rules and Regulations for Temporary Use of County Parks
Resolution R-27-15 Agreement with KY Transportation Cabinet for Road Resurfacing
Resolution R-28-15 Agreement with the City of Dayton for Road Repairs
Resolution R-29-15 Agreement with the City of Southgate for Road Repairs
Ordinance O-01-15 Fiscal Year 2015 Budget Amendment
Claims and Supplemental Claims February 18, 2015

Approved:

STEVE PENDERY
Judge/Executive

Attest:

Paula K. Spicer, Fiscal Court Clerk