

**CAMPBELL COUNTY, KENTUCKY FISCAL COURT
MINUTES**

June 21, 2023

A regular meeting of the Campbell County Fiscal Court was held on Wednesday, June 21, 2023, 5:30 PM, at the Campbell County Administration Building, 1098 Monmouth Street, Newport, Kentucky. Campbell Media recorded the regular meeting and broadcasted it live on the Campbell Media website.

Present:

County Judge/Executive, Steve Pendery
County Commissioner, Geoff Besecker
County Commissioner, Tom Lampe
County Commissioner, Brian Painter

County Attorney, Steve Franzen
County Administrator, Matt Elberfeld
Fiscal Court Clerk, Janie Patterson
Assistant County Administrator, Kim Serra
Police Major, Jeremy Newberry

Absent:

Finance Director/Treasurer, Laura Lewis
Police Chief, Craig Sorrell

Regular Meeting

Judge/Executive, Steve Pendery called the meeting to order at 5:30 PM.

Judge/Executive, Steve Pendery asked for a moment of silence followed by the Pledge of Allegiance.

Roll Call

Following the roll call, a quorum was declared present.

Minutes

Judge/Executive, Steve Pendery requested a motion to approve the minutes from the Regular Fiscal Court Meeting on June 7, 2023.

Motion was made to approve the minutes from the Regular Fiscal Court Meeting on June 7, 2023 by Commissioner Geoff Besecker, seconded by Commissioner Brian Painter. All voted "Aye" and the motion passed.

Recognition of Citizens/Public Officials

The Mayor of City of Silver Grove, Neal Bedel personally thanked on behalf of the City of Silver Grove, Commissioner Geoff Besecker and Commissioner Brian Painter for their attendance and input at a meeting which addressed flooding issues. He also thanked the Fiscal Court for all that they do. Mayor Neal Bedel announced that he and Commissioner Tom Lampe were teammates for the Italian Fest Mayor's Bocce Ball Tournament and came in first place, for the second time.

Old Business

County Administrator, Matt Elberfeld presented old business.

O-03-23 Second Reading

County Administrator, Matt Elberfeld read the title for the second reading of Ordinance O-03-23 which is an Ordinance of the Campbell County Fiscal Court relating to the annual budget and appropriations for Campbell County, Kentucky for the Fiscal Year 2023 – 2024 (FY24). The first reading took place on May 24, 2023.

Commissioner Geoff Besecker made a motion to adopt Ordinance O-03-23, seconded by Commissioner Brian Painter. All voted "Aye" and Ordinance O-03-23 passed.

O-04-23 Second Reading

County Administrator, Matt Elberfeld read the title for the second reading of Ordinance O-04-23 which is an Ordinance of the Campbell County Fiscal Court relating to the reapportionment of the boundaries of the County Commissioners, Justices of the Peace, and Constables of Campbell County, Kentucky in accordance with KRS 67.045. The first reading took place on June 7, 2023.

Commissioner Geoff Besecker made a motion to adopt Ordinance O-04-23, seconded by Judge/Executive, Steve Pendery.

Judge/Executive, Steve Pendery commented the law requires a rebalance based on population challenges. He stated the map is cleaner and easier to read compared to years past.

All voted "Aye" and Ordinance O-04-23 passed.

O-05-23 Second Reading

County Administrator, Matt Elberfeld read the title for the second reading of Ordinance O-05-23 which is an Ordinance of the Campbell County Fiscal Court, County of Campbell, Kentucky, amending Ordinance No. O-1-78, imposing regulations and license taxes (fees) on those engaged in franchises, trades, occupations, professions, and other businesses in Campbell County. The first reading took place on June 7, 2023.

Judge/ Executive, Steve Pendery made a motion to adopt Ordinance O-05-23, seconded by Commissioner Geoff Besecker. All voted "Aye" and Ordinance O-05-23 passed.

O-06-23 Second Reading

County Administrator, Matt Elberfeld read the title for the second reading of Ordinance O-06-23 which is an Ordinance of the Campbell County Fiscal Court, County of Campbell, Kentucky, amending Ordinance No. O-24-81, imposing regulations and license taxes (fees) on those engaged in franchises, trades, occupations, professions, and other businesses in Campbell County. The first reading took place on June 7, 2023.

Judge/Executive, Steve Pendery made a motion to adopt Ordinance O-06-23, seconded by Commissioner Brian Painter. All voted "Aye" and Ordinance O-06-23 passed.

O-07-23 Second Reading

County Administrator, Matt Elberfeld read the title for the second reading of Ordinance O-07-23 which is an Ordinance of the Campbell County Fiscal Court, County of Campbell, Kentucky, amending Ordinance No. O-05-87, imposing regulations and license taxes (fees) on those engaged in franchises, trades, occupations, professions, and other businesses in Campbell County. The first reading took place on June 7, 2023.

Judge/ Executive, Steve Pendery made a motion to adopt Ordinance O-07-23, seconded by Commissioner Brian Painter. All voted "Aye" and Ordinance O-07-23 passed.

New Business

County Administrator, Matt Elberfeld presented new business.

Resolution R-57-23

County Administrator, Matt Elberfeld read the title of Resolution R-57-23 amending the Campbell County Police Policy and Procedure Manual: Chapter 15A.2, Evidence Collection and Preservation; Chapter 15B.2, Evidence Room Administration; Chapter 19C.1, Scheduling; Chapter 22J, Investigative Funds.

Commissioner Geoff Besecker made a motion to adopt Resolution R-57-23, seconded by Commissioner Tom Lampe. All voted "Aye" and Resolution R-57-23 passed.

Resolution R-58-23

County Administrator, Matt Elberfeld read the title of Resolution R-58-23 authorizing the County Judge/Executive to renew an agreement of affiliation with Greater Cincinnati Crime Stoppers.

Judge/Executive, Steve Pendery made a motion to adopt Resolution R-58-23, seconded by Commissioner Geoff Besecker. All voted "Aye" and Resolution R-58-23 passed.

Resolution R-59-23

County Administrator, Matt Elberfeld read the title of Resolution R-59-23 authorizing the Judge/Executive to execute an agreement with Castellini Company LLC for issuance of the Campbell County jobs development program.

Commissioner Brian Painter made a motion to adopt Resolution R-59-23, seconded by Judge/Executive, Steve Pendery. All voted “Aye” and Resolution R-59-23 passed.

Personnel

Executive Order

County Administrator, Matt Elberfeld read a motion requesting to approve pay rates for Fiscal Year 2024 effective June 18, 2023 for non-represented Fiscal Court employees and for employees represented by AFSCME and FOP working agreements.

Motion was made by Judge/Executive, Steve Pendery, seconded by Commissioner Tom Lampe. All voted “Aye” and the motion passed.

Resolution R-60-23

County Administrator, Matt Elberfeld read the title of Resolution R-60-23 authorizing the reassignment of the Administrative Assistant position for the Human Resources Department to the Finance Department, authorizing updates to the position description, and further authorizing corresponding amendments to the administrative code.

Judge/Executive, Steve Pendery made a motion to adopt Resolution R-60-23, seconded by Commissioner Geoff Besecker and Commissioner Tom Lampe. All voted “Aye” and Resolution R-60-23 passed.

Motion

County Administrator, Matt Elberfeld read a motion requesting to authorize staff to advertise, interview and hire a full-time Administrative Assistant in the Finance Department. This position will become vacant due to a retirement.

Motion was made by Judge/Executive, Steve Pendery, seconded by Commissioner Geoff Besecker. All voted “Aye” and the motion passed.

Resolution R-61-23

County Administrator, Matt Elberfeld read the title of Resolution R-61-23 amending Chapter 2 “Fiscal Management,” Chapter 3 “Personnel Policies and Procedures,” Chapter 4 “Purchases and Contracts” and Appendix C “Authorized Position List” of the Administrative Code and acknowledging the annual review of the Campbell County Administrative Code. The most significant changes are to the Finance section due to the state increasing the bidding threshold due to inflation.

Judge/Executive, Steve Pendery made a motion to adopt Resolution R-61-23, seconded by Commissioner Geoff Besecker. All voted “Aye” and Resolution R-61-23 passed.

Executive Order

County Administrator, Matt Elberfeld read a motion requesting to advance Police Officer Nicholas Kendall to Police Officer 2 in accordance with the current FOP working agreement effective June 30, 2023.

Motion was made by Judge/Executive, Steve Pendery, seconded by Commissioner Geoff Besecker. All voted “Aye” and the motion passed.

Executive Order

County Administrator, Matt Elberfeld read a motion requesting to advance Police Captain Gary Downs to Captain 3 in accordance with the FOP working agreement effective July 1, 2023.

Motion was made by Judge/Executive, Steve Pendery, seconded by Commissioner Geoff Besecker. All voted “Aye” and the motion passed.

Executive Order

County Administrator, Matt Elberfeld read a motion requesting to advance Justin Faul from Building Inspector I to Building Inspector II effective July 2, 2023.

Motion was made by Judge/Executive, Steve Pendery, seconded by Commissioner Geoff Besecker. All voted “Aye” and the motion passed.

Board Appointments

Executive Order

County Administrator, Matt Elberfeld read a motion requesting to reappoint Michael Klein to the Southern Campbell County Fire District Board of Directors for a three-year term effective July 1, 2023 through June 30, 2026.

Motion was made by Judge/Executive, Steve Pendery, seconded by Commissioner Tom Lampe. All voted “Aye” and the motion passed.

Executive Order

County Administrator, Matt Elberfeld read a motion requesting to reappoint Paul See to the Campbell County Fire District #1 Board of Trustees for a three-year term beginning July 1, 2023 through June 30, 2026.

Motion was made by Judge/Executive, Steve Pendery, seconded by Commissioner Tom Lampe. All voted “Aye” and the motion passed.

Executive Order

County Administrator, Matt Elberfeld read a motion requesting to reappoint George Kees to the Alexandria Fire District Board for a three-year term beginning July 1, 2023 through June 30, 2026.

Motion was made by Judge/Executive, Steve Pendery, seconded by Commissioner Tom Lampe. All voted “Aye” and the motion passed.

Executive Order

County Administrator, Matt Elberfeld read a motion requesting to reappoint Jack Scott to the Campbell County Cooperative Extension District Board for a three-year term beginning July 1, 2023 through June 30, 2026.

Motion was made by Judge/Executive, Steve Pendery, seconded by Commissioner Tom Lampe. All voted “Aye” and the motion passed.

Executive Order

County Administrator, Matt Elberfeld read a motion requesting to appoint Chelsea McNichols to the Campbell County Cooperative Extension District Board for a three-year term beginning July 1, 2023 through June 30, 2026.

Motion was made by Judge/Executive, Steve Pendery, seconded by Commissioner Tom Lampe. All voted “Aye” and the motion passed.

Judge/Executive, Steve Pendery commented that the County is fortunate to have many accomplished and qualified Board appointments who are worthy of our trust.

County Commissioners Reports

Commissioner Geoff Besecker thanked our Board appointees for their commitment, experience, expertise, knowledge, skill sets, and time. He encouraged everyone to visit AJ Jolly Park and thanked the men and women who have worked tirelessly to make all of the new improvements. He also reminded everyone that the upcoming Saturday, June 24, would be the first of Jolly Music Nights at the Stapleton Pavilion from 7:00 – 10:00 PM, and encouraged the community to attend.

Judge/Executive Report

Judge/Executive, Steve Pendery reminded everyone there will be a Special Fiscal Court Meeting on Friday, June 30, 2023, at 10:00 AM, at the Campbell County Administration Building Fiscal Court Chambers in Newport. The purpose of this meeting will be to approve final Fiscal Year 2023 transactions.

Judge/Executive, Steve Pendery reminded everyone the Regular Fiscal Court Meeting scheduled for Wednesday July 5, 2023, at 9:00 AM, at the Alexandria Courthouse, has been cancelled due to the July 4th holiday, and the Special Meeting scheduled on June 30, 2023.

Judge/Executive, Steve Pendery announced the 2023 Campbell County Conservation District Backroads Farm Tour will be held on Saturday, July 15, from 9:00 AM to 3:00 PM, rain or shine.

Judge/Executive, Steve Pendery announced the Sun Valley Music Festival will be held at AJ Jolly Park on Saturday, July 15, 2023 from 4:00 to 10:30 PM. The event is \$5 per person, and kids under age 12 are free.

Finance Director/Treasurer Report

County Administrator, Matt Elberfeld presented the Finance Director/Treasurer's Report.

Resolution R-62-23

County Administrator, Matt Elberfeld read the title of Resolution R-62-23 to renew a contract with the Kentucky Association of Counties all lines fund for property and liability insurance coverage effective July 1, 2023 through July 1, 2024. He explained the premium increase of 14% for Fiscal Year 2024 is attributable to a \$0.01 per \$1,000 of coverage blanket increase for all participants due to significant weather-related losses in the state and inflation in 2022 – 2023.

Commissioner Geoff Besecker made a motion to adopt Resolution R-62-23, seconded by Commissioner Brian Painter. All voted "Aye" and Resolution R-62-23 passed.

Resolution R-63-23

County Administrator, Matt Elberfeld read the title of Resolution R-63-23 to renew a contract with the Kentucky Association of Counties for workers compensation insurance coverage effective July 1, 2023 through June 30, 2024. He explained the premium increase of 7% for Fiscal Year 2024 is related to a slight experience modifier increase for the County from 1.08 to 1.10 and also reflects the claims experience of the KACo Workers' Compensation Fund loss experience trends overall.

Judge/Executive, Steve Pendery made a motion to adopt Resolution R-63-23, seconded by Commissioner Geoff Besecker. All voted "Aye" and Resolution R-63-23 passed.

Motion

County Administrator, Matt Elberfeld read a motion requesting permission for the Animal Shelter to execute an agreement with Shelterluv for a web-based Animal Services management program. This system would provide a more user friendly and modern interface for tracking adoptions, transfers, owner releases, behavioral assessments, and activities tracking.

Motion was made by Commissioner Geoff Besecker, seconded by Commissioner Brian Painter. All voted "Aye" and the motion passed.

Motion

County Administrator, Matt Elberfeld read a motion requesting permission for the Campbell County Police Department to renew a 5-year contract with Axon for a body camera system which would include data storage, camera maintenance, and a high-quality camera.

Motion was made by Judge/Executive, Steve Pendery, seconded by Commissioner Geoff Besecker. All voted "Aye" and the motion passed.

Motion

County Administrator, Matt Elberfeld read a motion requesting permission to authorize staff to release a request for proposals for a comprehensive hydrographic and engineering study of AJ Jolly Lake.

Motion was made by Judge/Executive, Steve Pendery, seconded by Commissioner Brian Painter. All voted “Aye” and the motion passed.

Claims & Claims Paid per Standing Order and Benefits Claims

County Administrator, Matt Elberfeld requested a motion to approve the Claims and Claims Paid per Standing Order dated:

- June 8, 2023 (Primary Election)
- June 14, 2023
- June 21, 2023

County Attorney, Steve Franzen commented that he had reviewed the claims, claims paid per standing order, and had determined that everything appeared appropriate.

Commissioner Geoff Besecker made a motion to approve the claims, seconded by Commissioner Brian Painter. All voted “Aye” and the motion passed.

Adjournment

There being no further business to come before the Fiscal Court, Commissioner Geoff Besecker made a motion to adjourn the meeting; Commissioner Brian Painter offered a second to the motion. All voted “Aye” and the meeting adjourned at 6:02 PM.

Attachments

- Ordinance O-03-23 Second Reading: Fiscal Year 2024 Budget
- Ordinance O-04-23 Second Reading: Reapportionment
- Ordinance O-05-23 Second Reading: Amend Campbell County General Occupational Taxes
- Ordinance O-06-23 Second Reading: Amend Campbell County Mental Health Occupational Taxes
- Ordinance O-07-23 Second Reading: Amend Campbell County Senior Citizens Occupational Taxes
- Resolution R-57-23 Amend Police Policy and Procedure Manual
- Resolution R-58-23 Crime Stoppers Agreement
- Resolution R-59-23 Jobs Development Program Agreement
- Resolution R-60-23 Reassignment of Administrative Assistant – Finance Department
- Resolution R-61-23 Amend and Acknowledge the Administrative Code
- Resolution R-62-23 Renew Kentucky Association of Counties Contract – KALF
- Resolution R-63-23 Renew Kentucky Association of Counties Contract – Workers Compensation
- Claims & Claims Paid per Standing Order:
 - June 8, 2023 (Primary Election)
 - June 14, 2023
 - June 21, 2023

Approved:

STEVE PENDERY
Judge/Executive

Attest:

JANIE PATTERSON
Fiscal Court Clerk