

**CAMPBELL COUNTY FISCAL COURT
MINUTES**

MARCH 16, 2016

A regular meeting of the Campbell County Fiscal Court was held on Wednesday, March 16, 2016 at 5:30p.m. at the Campbell County Administration Building, Fiscal Court Chambers, 1098 Monmouth Street, Newport, Kentucky.

Cable Access was present to film the public hearing and meeting.

Judge Pendery asked for a moment of silence followed by the Pledge of Allegiance. Following roll call, a quorum was declared present.

Preceding the opening of the Fiscal Court meeting, a public hearing was held at 5:30 p.m. to receive public comment on the Annual Plan for Campbell County Department of Housing. Present at the hearing were:

Steve Pendery, Judge Executive
Charlie Coleman, County Commissioner
Tom Lampe, County Commissioner
Brian Painter, County Commissioner
Steve Franzen, County Attorney
Matt Elberfeld, County Administrator
Paula Spicer, Fiscal Court Clerk
Kim Serra, Assistant County Administrator
Marie Schenkel, Finance Director
Colonel Craig Sorrell, Police Chief
Frank Spataro, Human Resources Director
Sarah Collins, Director of Housing
Seth Cutter, Economic Development Officer

Judge Pendery called on Sarah Collins, Executive Director of the Housing Department to conduct the public hearing. Ms. Collins stated that this plan is for the fiscal year beginning July 1, 2016. It has been completed and available for review since January 26, 2016 in the office of the Housing Authority, and is due to the US Department of Housing and Urban Development (HUD) by April 22, 2016. Ms. Collins explained that the Plan includes information regarding the agency's voucher baseline of 705 which is unchanged from the last plan. The primary revision is the increase to the agency's payment standards to 110% of HUD's fair market rents. She advised that there were no findings in the most recent fiscal year audit. There being no questions or comments, the public hearing was closed at 5:37pm.

In attendance at the regular meeting were:

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
Marie Schenkel	Finance Director
Paula Spicer	Fiscal Court Clerk
Colonel Craig Sorrell	Campbell County Police Department
Frank Spataro	Human Resources Director
Sarah Collins	Director of Housing
Seth Cutter	Economic Development Officer

The regular meeting was called to order at 5:37 p.m. by Judge Pendery.

Minutes from the Fiscal Court regular meeting of March 2, 2016 were presented. Commissioner Lampe made a motion to adopt the minutes, seconded by Commissioner Painter. All voted “AYE” and the motion passed.

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

Seth Cutter, Campbell County Economic Development Officer, presented a summary of economic development activities for calendar year 2015. The Economic Development Office serves the entire county as well as the 15 incorporated cities therein. Mr. Cutter, who joined the Fiscal Court in March 2015, explained that economic development position was previously staffed by a person employed by the Campbell County Economic Progress Authority (CCEPA). He is the first person hired by the Fiscal Court to fill this position which is 50% funded by the CCEPA and he still serves as its staff person as well. Mr. Cutter works closely with and supplements Tri-County Economic Development Corporation’s efforts in Campbell County. Mr. Cutter’s focus is on business retention and expansion, business attraction and development, support start-ups and entrepreneurship, marketing and public relations and incentive programs. He listed some of the major activities and projects undertaken in 2015 and noted partners and collaborations. Mr. Cutter provided some statistics on wages and employment, increases in building permits issued and payroll tax collection in Campbell County. He described the business survey launched in January that was sent to 600 businesses; he has received 39 responses to date. He then presented goals for 2016. Mr. Cutter answered questions from the Fiscal Court and public.

There being no old business, Paula Spicer presented new business with Resolution R-16-16 by title and summary. R-16-16 adopts the Agency Five Year and Annual Plan for the Department of Housing. Commissioner Painter made a motion to adopt R-16-16, seconded by Commissioner Lampe. All voted “AYE” and the motion passed.

Resolution R-17-16 was read by title and summary given. R-17-16 adopts and approves the execution of Rural Secondary Fund Supplemental Agreement No. 2 with the Kentucky Transportation Cabinet, Department of Rural and Municipal Aid for an additional \$1,000 in funding for the Daniels Road bridge project. This brings the total funds received from the Transportation Cabinet for the Ten Mile Road and Daniels Road bridge projects to \$170,700. Commissioner Coleman made a motion to adopt R-17-16, seconded by Commissioner Painter. All voted "AYE" and the motion passed.

Resolution R-19-16 was read by title and summary given. R-19-16 authorizes the Judge/Executive to execute an Interlocal Agreement with the City of Highland Heights to provide building inspection and plan review services to the City. Judge Pendery made a motion to adopt R-19-16, seconded by Commissioner Coleman. All voted "AYE" and the motion passed.

Resolution R-21-16 was read by title and summary given. R-21-16 approves changes to the Personnel Policy of the Campbell County Administrative Code. The changes, attached to the Resolution, are to the sections on Call-In Pay and Tuition Reimbursement. Judge Pendery made a motion to adopt R-21-16, seconded by Commissioner Lampe. All voted "AYE" and the motion passed.

A motion was requested to appoint Barbara Martin as a part-time Clubhouse Concession Worker effective March 17, 2016 at an hourly rate of \$9.36. Motion was made by Judge Pendery, seconded by Commissioner Painter. All voted "AYE" and the motion passed.

A motion was requested to appoint the following part-time Camping and Concession Workers at an hourly rate of \$10.26: Billie Herald, Dan Lynn and Barb Schadler effective March 28, 2016 and Amber Pragar effective April 2, 2016. Motion was made by Judge Pendery, seconded by Commissioner Lampe. All voted "AYE" and the motion passed.

A motion was requested to appoint Kirk Hunter to the full-time position of Planning and Zoning Principal Planner effective March 28, 2016 with compensation set at pay grade 15, \$46,000 annually with total annual benefit cost of \$17,426.45. Motion was made by Judge Pendery, seconded by Commissioner Lampe. All voted "AYE" and the motion passed.

A motion was requested to authorize staff to advertise, interview and hire a part-time Solid Waste Coordinator. Motion was made by Judge Pendery, seconded by Commissioner Painter. All voted "AYE" and the motion passed.

A motion was requested to appoint David Schneider as a part-time Housing Inspector in the Housing Department effective March 21, 2016 with compensation set at pay grade 12, \$22.16 per hour with hours worked not to exceed 100 per month. Motion was made by Judge Pendery, seconded by Commissioner Lampe. All voted "AYE" and the motion passed.

Matt Elberfeld presented Resolution R-18-16 by title and summary. R-18-16 declares the radio communications tower at the Alexandria Courthouse surplus and subsequently transfers the tower to Campbell County Consolidated Dispatch. The radio communications tower houses

repeaters and different equipment for dispatch. The County owned and built the tower when it operated its own dispatch center. When dispatch services were consolidated, every jurisdiction kept its own assets. Mr. Elberfeld recommends that the tower be declared surplus and transfer ownership to the Campbell County Consolidated Dispatch which will assume maintenance and insurance responsibility. Judge Pendery made a motion to adopt R-18-16, seconded by Commissioner Coleman. All voted "AYE" and the motion passed.

Commissioner Coleman asked if there was any news on the "sanctuary county" issue. Steve Franzen stated that he contacted the website that designated Campbell County as a sanctuary county. After talking to the Sheriff and Jailer, he could find nothing done by the County that would lead one to believe that it is a sanctuary county. The website host told him that they have a document saying that the County does not cooperate with Immigration and Customs Enforcement (ICE) and sent him the document, and further that the County had a policy of not cooperating. Mr. Franzen described the document that showed that the County had zero incidents of not cooperating with ICE. He was also told that they could not provide a copy of the County's policy. Mr. Franzen stated that he is not too impressed with the organization. He was told that if the Jailer sent a note stating that the County does cooperate with ICE they would remove the County from the list. He stated that their inability to show any reason as to why the County is on the list makes him very suspicious of the organization.

Commissioner Coleman congratulated the Campbell County High School Girls for winning the Ninth Region Championship and the Newport Catholic Boys for not only winning the Ninth Region but also for moving on to the Sweet 16 tournament.

Commissioner Coleman stated that when the Fiscal Court meeting packet is sent to the public, he thinks that it should include the bills to be paid. He asked when the public has an opportunity to ask questions or object to payment of bills. Judge Pendery stated that he's never had anybody ask a question about the bills. It seems that the practice of publicizing the bills when they are approved for payment is appropriate. Commissioner Coleman stated that people don't have an opportunity to object to payment of any bills.

Commissioner Lampe stated that he attended a very good Chamber of Commerce event yesterday called "Why NKY". There were representatives from Boone, Campbell and Kenton Counties. Campbell was represented by Ken Lewis who started the Party Source and has developed the New Riff Distillery with plans to expand in Newport. Mr. Lewis talked about how nice it is to do business in Northern Kentucky particularly in Campbell County, Newport and Bellevue. It was good to hear a successful business man happy to do business here and compliment people like Jack Moreland and Seth Cutter and others that he deals with. Commissioner Lampe named representatives of Boone and Kenton Counties that spoke at the event.

Judge Pendery announced that the Campbell County Spring Clean Up will take place on Friday, April 1 and Saturday, April 2 from 8:00am to 5:00pm, and Sunday, April 3 from 8:00am to 4:00pm at Pendery Park, Campbell County Transportation Center and the Campbell County Police Station.

Judge Pendery announced that the Friends of Evergreen Cemetery will hold its first annual “Explore Evergreen” event on Saturday, April 9, 2016 from noon to 3:00pm rain or shine at the Cemetery located at 25 Alexandria Pike, Southgate.

Marie Schenkel requested a motion to authorize staff to advertise for bids to resurface the parking lot at the Campbell County Senior Center, 3504 Alexandria Pike, Highland Heights. Motion was made by Commissioner Lampe, seconded by Commissioner Painter. All voted “AYE” and the motion passed.

A motion was requested to accept the bid of Lippert Trucking in the amount of \$43,860 to clean up the illegal dump at 8242 Licking Pike. Motion was made by Judge Pendery, seconded by Commissioner Painter. Matt Elberfeld explained that the County received a State grant for approximately \$86,000 to clean up the dump. Previously the Fiscal Court awarded a bid to Rumpke to accept the material from the dump. Staff then knew how much money was left to have the material transported to Rumpke. Lippert Trucking was the low bidder. The combination of both bids will exhaust the amount of the grant. All voted “AYE” and the motion passed.

A motion was requested to accept the bids of Mago Construction Company for resurfacing the following roads:

Barrs Branch Road	\$ 71,592.12
Bob White Road	\$ 25,979.46
Eagleview Road	\$ 14,767.77
Eight Mile Road	\$105,251.66
Haubner Road	\$ 27,457.50
Kennedy Road	\$ 4,245.30
Lauren Lane	\$ 22,898.04
Messmer Hill Road	\$ 22,173.36
Oregon Landing	\$ 11,242.17

Ms. Schenkel stated that Mago Construction was the low bidder. Judge Pendery stated that the bids came in lower than expected which may allow the County to do more road projects than anticipated. Mr. Elberfeld stated that there were 4-5 bidders and Mago was the low bidder on each road. Motion was made by Judge Pendery, seconded by Commissioner Painter. All voted “AYE” and the motion passed.

Resolution R-20-16 was read by title and summary given. R-20-16 authorizes the Judge/Executive to execute a Service Contract with Global Business Solutions, Inc. for continued support of the County’s IT needs for a term of one year effective April 1, 2016 in consideration of a monthly payment of \$1,150. Ms. Schenkel advised that the rate increased \$100 per month which is the first increase since 2008. Judge Pendery made a motion to adopt R-20-16, seconded by Commissioner Lampe. All voted “AYE” and the motion passed.

A motion was requested to approve the budget transfers as presented for March 16, 2016. Motion was made by Commissioner Coleman, seconded by Judge Pendery. All voted “AYE” and the motion passed.

Ms. Schenkel requested a motion to approve the claims as presented for March 16, 2016. County Attorney Steve Franzen stated that he has reviewed the claims and determined that they all appear appropriate. Motion was made by Commissioner Painter, 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 6:42 p.m.

Attachments:

Resolution R-16-16	Adopt Housing Department Annual Agency Plan
Resolution R-17-16	Supplemental Agreement with KY Transportation Cabinet
Resolution R-19-16	Interlocal Agreement with Highland Heights
Resolution R-21-16	Amend Administrative Code, Personnel Policy
Resolution R-18-16	Declare Radio Tower as Surplus Property
Resolution R-20-16	Contract with Global Business Solutions
Budget Transfers	March 16, 2016
Claims	March 16, 2016

Approved:

STEVE PENDERY
Judge/Executive

Attest:

Paula K. Spicer, Fiscal Court Clerk