

**CAMPBELL COUNTY FISCAL COURT  
MINUTES**

**January 7, 2015**

A regular meeting of the Campbell County Fiscal Court was held on Wednesday, January 7, 2015, 7:00 p.m. at the Campbell County Courthouse located at 8352 East Main Street, Alexandria, Kentucky.

COUNTY JUDGE/EXECUTIVE:  
STEVE PENDERY

COUNTY COMMISSIONERS:  
CHARLIE COLEMAN  
TOM LAMPE  
BRIAN PAINTER

Steve Franzen  
Robert Horine  
Matt Elberfeld  
Paula Spicer  
Craig Sorrell  
Kim Serra  
Sarah Collins  
Cindy Minter  
David Plummer

County Attorney  
County Administrator  
Finance Director  
Fiscal Court Clerk  
Campbell County Police Chief  
Human Resources Director  
Housing Department Director  
Planning and Zoning Director  
Solid Waste Coordinator

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.

New County Commissioners Charlie Coleman and Tom Lampe, Sheriff Mike Jansen and County Clerk Jim Luersen introduced themselves.

Minutes from the Fiscal Court regular meeting of December 17, 2014 were presented. Motion was made by Commissioner Painter, seconded by Judge Pendery to approve the minutes. All voted "AYE" and the motion passed.

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

Judge Pendery recognized the new Campbell County Police Chief Craig Sorrell and administered the Oath of Office to him. He then recognized members of the Campbell County Police Force

Merit Board who were present: Alex Futscher, Rees Hardy, William Voelker, and Keith Daniels and thanked them for their service during the County's search for a new Police Chief.

There being no old business, Paula Spicer presented new business with Resolution R-07-15 by title and summary. R-07-15 establishes the succession of the Office of the Judge/Executive in the event of his absence or disability during a national, state or local emergency. Motion was made by Commissioner Coleman, seconded by Commissioner Painter. All voted "AYE" and the motion passed.

Resolution R-01-15 was read by title and summary given. R-01-15 appoints Campbell County Fiscal Court employees pursuant to KRS 67.710(7). State statute requires that the Judge/Executive with approval of the Fiscal Court, appoint County employees. Judge Pendery made a motion to adopt R-01-15, seconded by Commissioner Lampe. All voted "AYE" and the motion passed.

Resolution R-02-15 was read by title and summary given. R-02-15 changes the pay grade of the Road Supervisor position to pay grade 18 and authorizes corresponding amendments to the Administrative Code. Judge Pendery made a motion to adopt R-02-15, seconded by Commissioner Painter. All voted "AYE" and the motion passed.

Resolution R-03-15 was read by title and summary given. R-03-15 updates the compensation schedule and pay grade structure for Fiscal Court employees to include a pay grade 19 effective January 7, 2015. Judge Pendery made a motion to adopt R-03-15, seconded by Commissioner Coleman. All voted "AYE" and the motion passed.

A motion was requested to accept the resignation for retirement purposes of Robert B. Horine III, County Administrator, effective March 1, 2015. Motion was made by Judge Pendery, seconded by Commissioner Lampe. Judge Pendery stated that Mr. Horine will be sorely missed, not just because of his competence, but also because he is a trusted friend. All voted "AYE" and the motion passed.

Resolution R-04-15 was read by title and summary given. R-04-15 updates the County Administrator position description and authorizes corresponding amendments to the Administrative Code. Judge Pendery made a motion to adopt R-04-15, seconded by Commissioner Painter. All voted "AYE" and the motion passed.

A motion was requested to approve an employment agreement with Matthew Elberfeld and appoint him to the position of County Administrator effective March 1, 2015. Motion was made by Judge Pendery, seconded by Commissioner Lampe. Judge Pendery stated that Mr. Elberfeld is highly qualified for this position with his institutional memory and financial background. All voted "AYE" and the motion passed.

A motion was requested to authorize staff to advertise, interview and hire a Finance Director. Motion was made by Judge Pendery, seconded by Commissioner Painter. All voted "AYE" and the motion passed.

Resolution R-05-15 was read by title and summary given. R-05-15 deletes the position of Director of Administration from the Administration Department authorized position list and authorizes the addition of an Assistant County Administrator position and further authorizes corresponding amendments to the Administrative Code. Judge Pendery made a motion to adopt R-05-15, seconded by Commissioner Coleman. All voted "AYE" and the motion passed.

A motion was requested to authorize staff to advertise, interview and hire an Assistant County Administrator. Motion was made by Judge Pendery, seconded by Commissioner Lampe. All voted "AYE" and the motion passed.

Resolution R-06-15 was read by title and summary given. R-06-15 updates the Executive Secretary/Fiscal Court Clerk position description and authorizes corresponding amendments to the Administrative Code. Judge Pendery made a motion to adopt R-06-15, seconded by Commissioner Lampe. All voted "AYE" and the motion passed.

A motion was requested to reappoint Luke Mantle as County Road Supervisor for a term of four years effective January 7, 2015 with compensation set at Grade 18 (\$73,118.47 annually). State Statute requires that the County Road Supervisor be appointed for a term not to exceed four years. Motion was made by Judge Pendery, seconded by Commissioner Painter. All voted "AYE" and the motion passed.

A motion was requested to reappoint William Turner as Director of the Office of Emergency Management for a term of four years effective January 7, 2015 with compensation set at Grade 18 (\$71,199.25 annually). State Statute requires that the Director of the Office of Emergency Management be appointed for a term not to exceed four years. Motion was made by Judge Pendery, seconded by Commissioner Coleman. All voted "AYE" and the motion passed.

A motion was requested to reappoint Paula K. Spicer as Fiscal Court Clerk effective January 7, 2015 with compensation set at Grade 13 (\$44,416.30 annually). Motion was made by Judge Pendery, seconded by Commissioner Lampe. All voted "AYE" and the motion passed.

A motion was requested to reappoint Taunya Nolan Jack to the position of Campbell County Law Library Clerk effective January 7, 2015 with compensation set at \$1,200 annually. Motion was made by Judge Pendery, seconded by Commissioner Coleman. All voted "AYE" and the motion passed.

A motion was requested to return Todd Straman to the position of Assistant Police Chief effective January 5, 2015 with compensation set at Grade 17 (\$73,013.46 annually). Motion was made by Judge Pendery, seconded by Commissioner Lampe. Judge Pendery stated that Lieutenant Colonel Straman did a great job serving as interim Police Chief; it was a very smooth transition. All voted "AYE" and the motion passed.

A motion was requested to approve and extend the current agreement with the Campbell County Fraternal Order of Police (FOP) Lodge 10 until its termination date of June 30, 2015. Motion was made by Judge Pendery, seconded by Commissioner Coleman. All voted "AYE" and the motion passed.

A motion was requested to approve and extend the current agreement with the Campbell County Road and Recreation Departments, Local 286, American Federation of State, County and Municipal Employees (AFSCME) AFL-CIO until its termination date of June 30, 2015. 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 officers to the Campbell County Public Parks Corporation effective January 7, 2015: Steve Pendery as President, Tom Lampe as Treasurer, Charlie Coleman as Secretary, and Brian Painter as Director. Motion was made by Judge Pendery, seconded by Commissioner Lampe. All voted “AYE” and the motion passed.

Resolution R-10-15 was read by title and summary given. R-10-15 establishes the working committees of the Campbell County Fiscal Court. The committees and their appointees are: Budget Committee – Commissioners Painter and Coleman, Roads and Parks Committee – Commissioners Lampe and Painter, Public Safety/Detention Center Committee – Commissioners Coleman and Painter, Facilities/Properties Committee – Commissioners Coleman and Lampe, Information Technology Committee – Commissioners Painter and Lampe, and Health and Welfare Committee – Commissioners Lampe and Coleman. Judge Pendery made a motion to adopt R-10-15, seconded by Commissioner Lampe. All voted “AYE” and the motion passed.

A motion was requested to appoint Judge/Executive Steve Pendery to the Northern Kentucky Port Authority Board of Directors with Robert Horine as his alternate for a four year term effective January 7, 2015 through December 31, 2018. Motion was made by Judge Pendery, seconded by Commissioner Painter. All voted “AYE” and the motion passed.

A motion was requested to appoint Commissioner Brian Painter to the Municipal Government League of Northern Kentucky (MGLNKY) with Commissioner Tom Lampe as his alternate for a four year term effective January 7, 2015 through December 31, 2018. Motion was made by Judge Pendery, seconded by Commissioner Painter. All voted “AYE” and the motion passed.

A motion was requested to appoint Judge/Executive Steve Pendery to the Northern Kentucky Area Development District (NKADD) Board of Directors with Robert Horine as his alternate for a four year term effective January 7, 2015 through December 31, 2018. Motion was made by Judge Pendery, seconded by Commissioner Coleman. All voted “AYE” and the motion passed.

A motion was requested to appoint Commissioner Brian Painter to the Ohio-Kentucky-Indiana Regional Council of Governments with Commissioner Charlie Coleman as his alternate for a four year term effective January 7, 2015 through December 31, 2018. Motion was made by Judge Pendery, seconded by Commissioner Painter. All voted “AYE” and the motion passed.

A motion was requested to appoint Judge/Executive Steve Pendery to the Northern Kentucky Solid Waste Board with David Plummer as his alternate effective January 7, 2015 through December 31, 2018. Motion was made by Judge Pendery, seconded by Commissioner Painter. All voted “AYE” and the motion passed.

A motion was requested to appoint Commissioner Brian Painter to the Northern Kentucky Solid Waste Authority with Commissioner Charlie Coleman as his alternate for a four year term effective January 7, 2015 through December 31, 2018. Motion was made by Judge Pendery, seconded by Commissioner Painter. All voted "AYE" and the motion passed.

A motion was requested to reappoint Fire Chief Greg Buckler to the Campbell County Consolidated Dispatch Board for a two year term effective January 23, 2015 through January 22, 2017. Motion was made by Judge Pendery, seconded by Commissioner Lampe. All voted "AYE" and the motion passed.

Robert Horine presented Resolution R-08-15 by summary and title. R-08-15 authorizes the County Judge/Executive to execute necessary documents to purchase property located at 16 East 11<sup>th</sup> Street, Newport, Kentucky for the amount of \$395,000. This is an approximate 1.1 acre parcel located just west of the County Administration building at 11<sup>th</sup> and Monmouth Streets. The lot will be used for employee parking and the existing building will be used to store voting machines. The Fiscal Court's current leases for storage of the voting machines and for employee parking will be cancelled for an annual savings of \$29,500. An environmental review of the property and appraisal have been completed. The Fiscal Court will pay cash rather than borrow money to purchase this property. Commissioner Coleman made a motion to adopt R-08-15, seconded by Commissioner Painter. All voted "AYE" and the motion passed.

Resolution R-09-15 was read by title and summary given. R-09-15 authorizes the Judge/Executive to execute contract amendment 1 in the amount of \$28,750 with Brandstetter Carroll Inc. for architect services. In 2012 the Fiscal Court entered into a contract with Brandstetter Carroll for architecture services for renovation of the former District Court building. The project was delayed due to the tenants not vacating the building on schedule. Since then, the County's needs for the building have changed requiring an amendment to the plans. Commissioner Painter made a motion to adopt R-09-15, seconded by Commissioner Lampe. All voted "AYE" and the motion passed.

Commissioner Painter stated that he is glad that the County has not gotten a lot of snow this winter. He asked if the Road Department has used brine on the roads at any time this season. Robert Horine stated that last week they did treat some of the roadways with brine in anticipation of bad weather and the treatment was effective. The Department measures the temperature of the pavement prior to application to determine if the brine is needed or will be effective. He will ask Luke Mantle to prepare a report on the effectiveness of the use of brine on roadways.

Judge Pendery announced that the Campbell County Fiscal Court/Mayors meeting will be held on Tuesday, January 27, 2015 at 6:00 pm in the Fiscal Court Chambers of the County Administration Building.

Matt Elberfeld requested a motion to acknowledge that the 2015 bonds are in place for the County Judge/Executive and the County Sheriff. Motion was made by Judge Pendery, seconded by Commissioner Painter. All voted "AYE" and the motion passed.

Resolution R-11-15 was read by title and summary given. R-11-15 approves the County Clerk's budget as submitted for calendar year 2015. Jim Luersen, the new County Clerk worked closely with former Clerk Jack Snodgrass to prepare a positive cash budget for 2015. Commissioner Painter made a motion to adopt R-11-15, seconded by Judge Pendery. All voted "AYE" and the motion passed.

Matt Elberfeld then requested a motion to approve the claims and supplemental claims as presented for January 7, 2015. 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 Coleman. 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 Lampe. All voted "AYE" and the meeting adjourned at 7:45 p.m.

Attachments:

|                                |                                                              |
|--------------------------------|--------------------------------------------------------------|
| Resolution R-07-15             | Continuity of Government                                     |
| Resolution R-01-15             | Appoint Fiscal Court Employees                               |
| Resolution R-02-15             | Amend Road Supervisor Position Pay Grade                     |
| Resolution R-03-15             | Update Compensation Schedule                                 |
| Resolution R-04-15             | Update County Administrator Position Description             |
| Resolution R-05-15             | Delete Director Administration Position and Add New Position |
| Resolution R-06-15             | Update Executive Secretary/Fiscal Court Clerk Position       |
| Resolution R-10-15             | Set Working Committees of the Fiscal Court                   |
| Resolution R-08-15             | Contract to Purchase Real Estate                             |
| Resolution R-09-15             | Contract Amendment with Brandstetter Carroll Inc.            |
| Resolution R-11-15             | Adopt 2015 Budget for Campbell County Clerk                  |
| Claims and Supplemental Claims | January 7, 2015                                              |

Approved:

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STEVE PENDERY  
Judge/Executive

Attest:

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Paula K. Spicer, Fiscal Court Clerk