

CAMPBELL COUNTY FISCAL COURT MINUTES

APRIL 7, 2021

A special meeting of the Campbell County Fiscal Court was held on Wednesday, April 7, 2021 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. Both the public hearing and meeting were also broadcast live on the Fiscal Court Facebook Page.

Preceding the opening of the Fiscal Court meeting, a public hearing was held at 5:30 p.m. to receive public input on the County's application for Community Development Block Grant Coronavirus Response (CDBG-CV) Program funding. Present at the hearing were:

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 Paula Spicer,
Assistant County Administrator Kim Serra,
Finance Director/Treasurer Marie Schenkel,
Major Jeremy Newberry,
Business Analyst Laura Lewis

Mr. Elberfeld explained that a public hearing on this application was originally held on March 17, 2021. However, it was discovered that the notice was not published in the newspaper as requested. Due to the large amount of federal funds involved, it was decided to hold a second public hearing. Laura Lewis, Business Analyst conducted the public hearing for the 2021 Community Development Block Grant utility assistance program. The program was instituted by Governor Beshear on January 25, 2021 to provide relief for Kentuckians from disconnection of utilities that are necessary for safe and sanitary households. Cities and counties can apply from an initial round of up to \$200,000 for their residents. After the initial funding is expended, additional rounds of funding for \$200,000 can be applied for. It is expected to cover up to six months of utility payments per household maximum with a cap of \$250 per month across all utilities. Ms. Lewis anticipates that Campbell County's initial application of \$200,000 will assist about 125 households. CDBG and HUD guidelines will be followed during the administration of the grant. The County will serve as a pass-through entity as the applicant. The Northern Kentucky Area Development District (NKADD) and Community Action Commission (CAC) serve as grant administrators, with CAC administering the application process and release of funds to the utility companies directly; no funds will pass directly to citizens. The funds will be used to cover disconnection and utility fee expenses for a program eligibility period of January 21, 2020 through the present. Once the County's application is approved and funds are received, information will be dispersed on how residents can apply for funds through the CAC. NKADD

will submit the County's application in the next week and expects to receive funds within 30 days. The NKADD is administering about 31 applications. Ms. Lewis thanked Lisa Cooper and Meghan Sandfoss at NKADD for their help with the application process and the administration. There being no further questions or comments, the public hearing was closed.

The regular meeting was called to order at 5:35 p.m. by Judge Pendery.

In attendance at the regular meeting were:

COUNTY JUDGE/EXECUTIVE
STEVE PENDERY
COUNTY COMMISSIONERS
GEOFF BESECKER
TOM LAMPE
BRIAN PAINTER

County Attorney Steve Franzen,
County Administrator Matt Elberfeld,
Fiscal Court Clerk Paula Spicer,
Assistant County Administrator Kim Serra,
Finance Director/Treasurer Marie Schenkel,
Major Jeremy Newberry,
Business Analyst Laura Lewis

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 March 17, 2021 were presented. Commissioner Lampe made a motion to adopt the minutes, seconded by Commissioner Besecker. All voted "AYE" and the motion passed.

At this time, Judge Pendery asked if any comments or questions had been submitted by the public. Ms. Serra replied that none had been submitted via email or on Facebook.

There being no old business, Paula Spicer presented new business with a first reading of Ordinance O-03-21 by title. O-03-21 amends Chapter 73 of the Campbell County Code of Ordinances entitled "Traffic Schedules" to add stop signs on Sycamore Creek Drive at Darlington Creek Drive and on Birch Creek Drive at Darlington Creek Drive. No vote was taken on the first reading of the ordinance.

Resolution R-21-21 was read by title. R-21-21 approves the Campbell County Search and Rescue Plan. Commissioner Lampe made a motion to adopt R-21-21, seconded by Commissioner Painter. All voted "Aye" and the motion passed.

Resolution R-22-21 was read by title. R-22-21 authorizes the Judge/Executive to enter into a contract with the Commonwealth of Kentucky, Division of Emergency Management to accept

Fiscal Year 2021 Rescue Aid Program Grant Funds for the Campbell County LandSAR Team. Commissioner Lampe made a motion to adopt R-21-21, seconded by Commissioner Painter. All voted “Aye” and the motion passed.

Resolution R-23-21 was read by title. R-23-21 authorizes rates for fiscal year 2022 (FY22) with Humana Health Plan, Inc. to provide medical insurance to eligible employees of the Fiscal Court and Detention Center. Commissioner Painter made a motion to adopt R-23-21, seconded by Judge Pendery. Mr. Elberfeld explained that this is the same as the current plan with no increase in rates. The other employee benefit contracts are multi-year and do not need renewal this year. Judge Pendery stated that this is very good news, however during COVID-19 some people did not go to the hospital for fear of getting sick. The result was a drop in claims made and utilization of benefits. He cautioned that there could be a rebound in claims as early as next year. Commissioner Lampe recused himself from voting due to his employer’s relationship with this company. Commissioners Besecker and Painter and Judge Pendery voted “Aye” and the motion passed.

Resolution R-24-21 was read by title. R-24-21 approves Lillian Ventures LLC for the Property Assessment and Reassessment Moratorium Program for the property located at 606 McKinney, Dayton, Kentucky. Commissioner Painter made a motion to adopt R-24-21, seconded by Commissioner Lampe. All voted “Aye” and the motion passed.

A motion was requested to appoint Kristen M. Fischer to the position of Police Officer (PO1) with the Campbell County Police Department effective April 30, 2021 with compensation set at \$21.6424 per hour (\$45,016.19 annually). Motion was made by Judge Pendery, seconded by Commissioner Lampe. All voted “Aye” and the motion passed.

A motion was requested to appoint Aaron J. Hanssen to the position of Police Officer (PO1) with the Campbell County Police Department effective April 30, 2021 with compensation set at \$21.6424 per hour (\$45,016.19 annually). Motion was made by Judge Pendery, seconded by Commissioner Lampe. All voted “Aye” and the motion passed.

A motion was made to appoint Ashley Murray to the vacant full-time Human Resources Manager position effective April 8, 2021 with compensation set at Pay Grade 6, \$68,000 annually. Motion was made by Judge Pendery, seconded by Commissioner Lampe. All voted “Aye” and the motion passed.

A motion was requested to appoint Travis Lilley to the vacant full-time Payroll and Benefit Analyst position effective on or after April 8, 2021 with compensation set at Pay Grade 6, \$65,000 annually. Motion was made by Judge Pendery, seconded by Commissioner Lampe. All voted “Aye” and the motion passed.

A motion was requested to adjust the annual salary for Laura Lewis, Business Analyst at \$72,000 annually effective April 12, 2021. Motion was made by Judge Pendery, seconded by Commissioner Lampe. All voted “Aye” and the motion passed.

The County Administrator and County Attorney had no reports for the meeting.

Commissioner Besecker advised that the Kentucky Department of Education recently released its rankings and two local schools were rated very high in the Commonwealth. This is a testament to the community and school leadership at both Highlands High School and Campbell County High School. Congratulations to them.

Commissioner Besecker stated that he met with Cincinnati Bell last week and the internet expansion and infrastructure is continuing to grow. Some households are being connected this week and over 3,000 more homes will be connected in the next few months.

Commissioner Lampe congratulated the Highlands High School Boys Basketball team for winning the state championship last week at Rupp Arena in Lexington. Congratulations to the team, Coach Listerman and his staff, and to the parents.

Commissioner Lampe commended Mr. Elberfeld, Ms. Serra and Ms. Schenkel. It has been a challenging year but the HR Department and Finance Department stepped up and are operating smoothly and there were some great additions to staff tonight. Ms. Lewis has also done a good job – thank you.

Commissioner Painter stated that the Brossart High School girls' basketball team is playing in the Sweet 16 tournament this evening.

Judge Pendery made the following announcements:

A shred event/prescription drug disposal will take place on Saturday, April 10 from 8am to 1pm at the Cold Spring Furniture Fair, 3710 Alexandria Pike. This event is sponsored by Greater Cincinnati Crime Stoppers, Shred-It, Furniture Fair, Walgreens and WCPO. For a donation to Crime Stoppers, your documents will be disposed of safely and securely. Mr. Elberfeld explained that the County used to have a shred event and it turned out that there were two shred events in the same couple of weeks. There is no longer a County sponsored shred event, so this is the shred event for this spring.

Another shred event will be held on Saturday, April 10 from 9am to noon at the Northern Kentucky Federal Credit Union, 2805 Alexandria Way in Highland Heights. This event is free and open to all.

The Campbell County Spring Clean-up event will take place on Friday and Saturday, April 23 and 24 from 8am to 5pm. Furniture, mattresses, trash, debris and yard waste may be taken to the Campbell County Police Department, Frederick's Landing (Wilder) and Pendery Park. In addition to those items, appliances, batteries, electronics (limit 1 TV), 20-pound propane tanks, scrap metal and tires (limit 8) may be taken to the Campbell County Transportation Center. Due to social distancing guidelines, all participants are required to unload their own vehicle. The event is for Campbell County residents only, no businesses or commercial interests are permitted.

Judge Pendery advised in one of Highlands High School's last trips to the final basketball game in 1924, two players were his great-uncles. He used to complain about the officiating and that

they were treated unfairly – the final score of that game was 15-10. He added that the rules of play were different at that time.

Before presenting the Finance Director's report, Marie Schenkel thanked the Finance Department staff and the HR /Payroll staff. Without the makeup of that staff they could not have accomplished what they did over the last year. Debi Bauer held down the fort and went the extra mile to enable others to work from home. She added that Ms. Lewis has been a great addition to the staff and Laurie Forrester ensured that payroll gets done every week while working from home.

Ms. Schenkel then requested a motion to authorize staff to advertise for bids for 1.0, 1.5- and 2.5-ton trucks and all accessories. Campbell County will conduct the bid process and Boone and Kenton Counties, along with any municipalities within the three Counties will be able to purchase from the resulting contracts. Participating in a tri-County bidding process has been successful in the past. Motion was made by Commissioner Painter, seconded by Commissioner Lampe. All voted "Aye" and the motion passed.

A motion was requested to authorize staff to advertise for bids or purchase from the state master agreement, a new fairway mower to replace the current mower which has reached its effective life at 22 years old and over 4,600 use hours. Motion was made by Commissioner Lampe, seconded by Commissioner Painter. All voted "Aye" and the motion passed.

A motion was requested to accept the following bids for Spring FY21 resurfacing projects and striping:

- Riegler Blacktop in the amount of \$132,305.00 for resurfacing of Visalia and Blangey Roads
- Riegler Blacktop in the amount of \$19,740.00 for milling and resurfacing at slips on Dodsworth Lane
- Riegler Blacktop in the amount of \$25,894.00 for striping on Poplar Ridge, Eight Mile, Nine Mile, Short Cut, Lickert, Alexandria Pike East and Alexandria Pike West.

Staff further recommends that all alternate bids for additional resurfacing on Dodsworth Lane be rejected. Motion was made by Commissioner Painter, seconded by Commissioner Lampe. All voted "Aye" and the motion passed.

Resolution R-25-21 was read by title. R-25-21 authorizes the Judge/Executive to execute a Managed IT Services Agreement with Global Business Solutions, Inc. for a one-year term effective April 1, 2021. The contract has been renewed annually for several years and the monthly cost remains the same at \$1,350. Commissioner Lampe made a motion to adopt R-25-21, seconded by Commissioner Painter. All voted "Aye" and the motion passed.

Ms. Schenkel requested a motion to acknowledge that the Campbell County Jailer has submitted a draft of his Fiscal Year 2022 budget to the Fiscal Court by April 1 as required by KRS 441.215. Motion was made by Commissioner Painter, seconded by Judge Pendery. All voted "Aye" and the motion passed.

A motion was requested to approve interfund transfers dated March 31, 2021. Motion was made by Commissioner Painter, seconded by Judge Pendery. All voted “Aye” and the motion passed.

A motion was requested to approve budget transfers dated March 31, 2021. Ms. Schenkel stated that the transfers don’t increase the total size of the budget, but reallocate funds to different line items. Motion was made by Commissioner Besecker, seconded by Commissioner Painter. All voted “Aye” and the motion passed.

Ms. Schenkel then requested a motion to approve the claims and claims paid per standing order dated March 24 and 31 and April 7, 2021, and benefits claims dated March 10 and April 1, 2021. County Attorney Steve Franzen advised that he has reviewed the claims and determined that they all appear appropriate. Commissioner Besecker made a motion to approve the claims, seconded by Commissioner Painter. Commissioner Lampe agreed with payment of the claims however, recused himself from approving any claims related to employee benefits due to his employer’s relationship with those companies. All voted “Aye” and the motion passed.

Ms. Schenkel added a thank-you to Brett Burcham and the Occupational License staff for their work during this past year.

There being no further business to come before the Fiscal Court, Commissioner Painter made a motion to adjourn, seconded by Commissioner Besecker. All voted “Aye” and the meeting adjourned at 6:00 p.m.

Attachments:

Ordinance O-03-21 Amend Traffic Schedules to Add Stop Signs
Resolution R-21-21 Approve Campbell County Search & Rescue Plan
Resolution R-22-21 Contract to Accept FY21 Rescue Aid Program Grant Funds
Resolution R-23-21 Contract for Medical Insurance for Eligible Employees
Resolution R-24-21 Approve Lillian Ventures LLC for Property Assessment Moratorium
Resolution R-25-21 Managed IT Services Agreement with Global Business Solutions
Interfund Transfers dated March 31, 2021
Budget Transfers dated March 31, 2021
Claims and Claims Paid Per Standing Order dated March 24 and 31 and April 7, 2021 and
Benefits Claims dated March 10 and April 1, 2021

Approved:

STEVE PENDERY
Judge/Executive

Attest:

Paula K. Spicer, Fiscal Court Clerk