

**CAMPBELL COUNTY FISCAL COURT  
MINUTES**

**December 21, 2011**

A regular meeting of the Campbell County Fiscal Court was held on Wednesday, December 21, 2011, 5:30 p.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:  
PETE GARRETT  
BRIAN PAINTER  
KENNETH RECHTIN

|                    |                              |
|--------------------|------------------------------|
| Robert Horine      | County Administrator         |
| Steve Franzen      | County Attorney              |
| Melissa Williams   | Director of Administration   |
| Jim Seibert        | Fiscal Director              |
| Paula Spicer       | Fiscal Court Clerk           |
| Colonel Keith Hill | Campbell County Police Chief |
| David Plummer      | Solid Waste Coordinator      |
| Kim Serra          | Human Resources Director     |

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 regular meeting of December 7, 2011 were presented. Motion was made by Commissioner Garrett, seconded by Commissioner Rechtin to approve the minutes. All voted "AYE" and the motion passed.

Judge Pendery invited comments from the public. No one in the audience requested to address the Fiscal Court.

Judge Pendery then administered the Oath of Office to Mark F. Dill the new School Resource Officer.

Lisa Cooper, Executive Director, Northern Kentucky Area Development District (NKADD), presented a report on NKADD's services and resources that are available to the County and its

residents. The NKADD is one of 15 area development districts in Kentucky, and it serves 8 northern Kentucky counties. Ms. Cooper explained the composition of the Board of Directors which governs the NKADD, and named the Board members from Campbell County. She next listed the five departments within the NKADD and the explained the functions of those departments. She highlighted the programs and assistance that have been used by the Fiscal Court and those used by its residents. Ms. Cooper specifically addressed the Council on Aging and resources available to the elderly and Medicaid-eligible citizens. Judge Pendery stated that he is grateful for the assistance that the NKADD provides to Campbell County. He further stated that a lot of counties in the State don't have their own administrative staff and the ADDs provide a lot of administrative assistance to them. Commissioner Rechtin stated that the NKADD provides staffing support for many associations in northern Kentucky. Associations such as the Municipal Government League of Northern Kentucky help to foster cooperation among local elected officials.

David Plummer, Campbell County Solid Waste Coordinator, gave an overview of events held during fall 2011 including the Campbell County Fall Clean-Up, Household Hazardous Waste Event held in conjunction with Boone and Kenton Counties, the Trash for Cash Program and the Christmas Tree Recycling Program which will be held from December 26, 2011 through January 6, 2012. He then listed upcoming Spring 2012 events: the Spring Clean-Up, Shred Day, continuation of the Trash for Cash Program and Riversweep. Due to the popularity of the Shred Day event, Jack Snodgrass asked if it could be held in another location in the northern part of the County.

There being no old business, Melissa Williams presented new business beginning with Ordinance O-18-11 by title and summary. O-18-11 amends Campbell County Ordinance O-19-87 as amended and last amended by Ordinance O-15-11, relating to the Campbell County Detention Center Policy and Procedure Manual Sections on Administration, Sanitation and Hygiene and K-9 Unit. Jailer Greg Buckler is overhauling the Detention Center Policy and Procedure Manual and has replaced the sections on Administration and Sanitation and Hygiene with new language and added a new section applicable to the K-9 Unit. The changes have been reviewed by the County Attorney. This is a first reading and no vote is required. Jailer Buckler was present to address any questions or concerns.

Resolution R-128-11 was read by title and summary given. R-128-11 establishes the regular meeting schedule for the Campbell County Fiscal Court for calendar years 2012, 2013 and 2014. Commissioner Rechtin made a motion to adopt R-128-11, seconded by Commissioner Garrett. All voted "AYE" and the motion passed.

Resolution R-129-11 was read by title and summary given. R-129-11 amends the job description of Housing Specialist/Administrative Coordinator to Administrative/Family Self-Sufficiency Coordinator in the Department of Housing and amends the Administrative Code Authorized Position List and Organizational Chart to reflect said changes. Upon the resignation of the current Family Self-Sufficiency Coordinator/Housing Specialist, it was recommended to add the Family Self-Sufficiency Coordinator duties to the position of Administrative/Family Self-Sufficiency Coordinator. Judge Pendery made a motion to adopt R-129-11, seconded by Commissioner Garrett. All voted "AYE" and the motion passed.

A motion was requested to increase the compensation of Elizabeth Miller from Grade 11I (\$38,797) to Grade 12J (\$44,117) effective January 1, 2012. Motion was made by Judge Pendery, seconded by Commissioner Garrett. Kim Serra explained that Ms. Miller's compensation is increasing because she will be assuming the duties of Family Self-Sufficiency Coordinator. In addition, the person hired to take the place of Joe Clevenger who resigned, will be paid at a lower salary resulting in an overall savings to the County. All voted "AYE" and the motion passed.

Commissioner Rechtin wished everybody a Merry Christmas.

Jim Seibert requested a motion to award bids for golf course materials for the 2012 season as recommended by Steve Myers, Golf Course Superintendent. Motion was made by Commissioner Rechtin, seconded by Commissioner Painter. All voted "AYE" and the motion passed.

Resolution R-126-11 was read by title and summary given. R-126-11 approves the County Clerk's budget as submitted for calendar year 2012. Commissioner Rechtin made a motion to adopt R-126-11, seconded by Judge Pendery. Judge Pendery stated that the Fiscal Court appreciates the fact that Jack Snodgrass, County Clerk has been very thrifty in the operation of his office over the years. He pointed out that any funds left at the end of the County Clerk's term are turned over to the Fiscal Court. Mr. Snodgrass was in attendance to answer any questions. All voted "AYE" and the motion passed.

Resolution R-121-11 was read by title and summary given. R-121-11 approves the County Sheriff's budget as submitted for calendar year 2012. Commissioner Rechtin made a motion to adopt R-121-11, seconded by Judge Pendery. All voted "AYE" and the motion passed.

Resolution R-127-11 was read by title and summary given. R-127-11 approves fees for A J Jolly Golf Course for the year 2012. Mr. Seibert stated that due to the economy, the rates will remain the same as they were last year. Commissioner Rechtin made a motion to adopt R-127-11, seconded by Judge Pendery. All voted "AYE" and the motion passed.

A motion was requested to approve the budget transfers for December 21, 2011. Motion was made by Commissioner Rechtin, seconded by Judge Pendery. All voted "AYE" and the motion passed.

Mr. Seibert then requested a motion to approve the claims as presented for December 21, 2011. County Attorney Steve Franzen stated that he has reviewed the claims and all appear appropriate. Motion was made by Commissioner Painter, seconded by Commissioner Garrett. Commissioner Rechtin recused himself from voting to approve any payments made to Senior Services of Northern Kentucky, his employer. All voted "AYE" and the motion passed.

There being no further business to come before the Fiscal Court, Commissioner Rechtin made a motion to adjourn, seconded by Commissioner Garrett. All voted "AYE" and the meeting adjourned at 6:20 p.m.

**Attachments:**

Ordinance O-18-11 Amend Campbell County Detention Center Manual  
Resolution R-128-11 Establish Regular Meeting Schedule Dates for 2012, 2013 and 2014  
Resolution R-129-11 Amend Campbell County Administrative Code - Job Description  
Resolution R-126-11 Approve Campbell County Clerk's 2012 Budget  
Resolution R-121-11 Approve Campbell County Sheriff's 2012 Budget  
Resolution R-127-11 Approve Fees for A J Jolly Golf Course for 2012  
Budget Transfers of December 21, 2011  
Claims and Supplemental Claims of December 21, 2011

Approved:

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STEVE PENDERY  
Judge/Executive

Attest:

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Paula K. Spicer, Fiscal Court Clerk