

**CAMPBELL COUNTY FISCAL COURT
MINUTES**

NOVEMBER 2, 2016

A regular meeting of the Campbell County Fiscal Court was held on Wednesday, November 2, 2016, 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	County Attorney
Matt Elberfeld	County Administrator
Kim Serra	Assistant County Administrator
Paula Spicer	Fiscal Court Clerk
Marie Schenkel	Finance Director
Frank Spataro	Human Resources Director
Seth Cutter	Economic Development Officer
Lieutenant Jeremy Newberry	Campbell County Police Department

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.

Minutes from the Fiscal Court regular meeting of October 19, 2016 were presented. Motion was made by Commissioner Lampe, seconded by Commissioner Painter to approve the minutes. All voted "AYE" and the motion passed.

Judge Pendery invited comments from the public. Commissioner Painter recognized Neal Bedel, Mayor of Silver Grove, who was in the audience. There being no other comments, Judge Pendery proceeded with the agenda.

There being no old business, Paula Spicer presented new business with Resolution R-98-16 by title and summary. R-98-16 adopts the 2017 holiday schedule for the Campbell County Fiscal Court employees. Commissioner Lampe made a motion to adopt R-98-16, seconded by Commissioner Painter. All voted "AYE" and the motion passed.

A motion was requested to appoint Candida Lewis to the full-time position of Tax Compliance Officer in the Fiscal Affairs/Occupational Tax Department effective November 21, 2016 with compensation set at Pay Grade 14, \$45,000 annually (total annual benefit cost of \$17,816.66). Motion was made by Judge Pendery, seconded by Commissioner Painter. Mr. Elberfeld stated that this position has been vacant for about one month. There are four people in the Occupational Tax Department and staff believes that all are needed since the County collects taxes for several cities and for the County. Ms. Lewis is very well qualified – she has served as tax collector for Harrison County and served as the Harrison County Treasurer. All voted “AYE” and the motion passed.

A motion was requested to appoint Ashley Murray to the full-time position of Human Resources Specialist in the Human Resources Department effective November 3, 2016 with compensation set at Pay Grade 13, \$44,000 annually (total annual benefit cost of \$17,553.36). Motion was made by Judge Pendery, seconded by Commissioner Lampe. Mr. Elberfeld stated that this position also has been vacant. There were 35 candidates for the position and six were interviewed. Staff recommends filling this position since the County has about 225-230 employees (including the jail). Ms. Murray has good experience and experience in ADP. All voted “AYE” and the motion passed.

A motion was requested to reappoint Christopher Fuchs to the Fire District 1 Board of Trustees effective July 1, 2016 through June 30, 2019. Motion was made by Judge Pendery, seconded by Commissioner Lampe. All voted “AYE” and the motion passed.

Matt Elberfeld requested a motion to meet in executive session at the end of regular business pursuant to KRS 61.810(1)(b) deliberations on the future acquisition or sale of real property by a public agency, but only when publicity would be likely to affect the value of a specific piece of property to be acquired for public use or sold by a public agency. He stated that no action will be taken as a result of the executive session. Motion was made by Commissioner Lampe, seconded by Commissioner Painter. All voted “AYE” and the motion passed.

Judge Pendery announced that a Household Waste Collection Event will be held on November 5, 2016 at UC Health Stadium, 7950 Freedom Way, Florence, Kentucky, from 9am to 2pm. He provided the website where more information and a registration form are available.

Marie Schenkel presented Resolution R-93-16 by title and summary. R-93-16 authorizes the execution of an agreement with Woodhull LLC for the lease of a copier for use in the Office of Emergency Management. She stated that the lease payment is \$75 per month, an \$83 per quarter savings from the last lease agreement. Commissioner Painter made a motion to adopt R-93-16, seconded by Commissioner Lampe. All voted “AYE” and the motion passed.

Resolution R-99-16 was read by title and summary given. R-99-16 revised the Fixed Asset Capitalization Policy adopted in 2003 from a capitalization limit of \$5,000 to a limit of \$20,000. Ms. Schenkel explained that the original policy was adopted in 2003 due to a change in the Government Accounting Standards Board (GASB). That policy set the limit at \$5,000 and also included language that it would be adjusted as necessary for cost changes or changes in practice.

Judge Pendery made a motion to adopt R-99-16, seconded by Commissioner Painter. All voted "AYE" and the motion passed.

Ms. Schenkel then requested a motion to approve the claims as presented for November 2, 2016. County Attorney Steve Franzen stated that he has reviewed the claims and determined that they all appear appropriate. Commissioner Coleman questioned a check for a \$1,900 repair to a vehicle; part of the description was cut off. Ms. Schenkel stated that she would look into it and let him know what the payment was for. Motion was made by Commissioner Lampe, seconded by Commissioner Painter. All voted "AYE" and the motion passed.

Judge Pendery stated that they would meet in executive session and would not take any action upon their return. The Fiscal Court met in executive session at 7:15pm pursuant to motion previously made.

Commissioner Lampe made a motion to exit the executive session and reconvene in regular session at 7:50pm. Commissioner Painter seconded the motion. 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 7:50 p.m.

Attachments:

Resolution R-98-16	Adopt 2017 Holiday Schedule for Employees
Resolution R-93-16	Lease Agreement for Copier
Resolution R-99-16	Amend Fixed Assets Capitalization Policy
Claims	November 2, 2016

Approved:

STEVE PENDERY
Judge/Executive

Attest:

Paula K. Spicer, Fiscal Court Clerk