

**CAMPBELL COUNTY FISCAL COURT
MINUTES**

JANUARY 4, 2017

A regular meeting of the Campbell County Fiscal Court was held on Wednesday, January 4, 2017, 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
Marie Schenkel	Finance Director
Paula Spicer	Fiscal Court Clerk
Frank Spataro	Human Resources Director
Seth Cutter	Economic Development Officer
Colonel Craig Sorrell	Campbell County Police Department
Larry Harrod	Parks and Recreation Manager

The meeting was called to order at 7:00 p.m. by Judge Penderly. Cable Access was present to film the meeting.

Judge Penderly 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 December 21, 2016 were presented. Motion was made by Commissioner Lampe, seconded by Commissioner Painter to approve the minutes. All voted "AYE" and the motion passed.

Kim Serra provided the second annual report on activities and events held at the County's parks during 2016. Larry Harrod, Parks and Recreation Manager was in attendance to answer questions. Ms. Serra stated that in 2016 a patron survey was sent out electronically to over 1,000 people who had visited the parks in the last three years netting about 197 responses, and an angler survey, with the help of Kentucky Fish and Wildlife, was also sent out netting about 63 responses. She stated that many of the projects done in Fall 2016 and priorities for 2017 were based on the feedback from those surveys. Ms. Serra displayed a chart showing park revenues

from 2015 and 2016. Fee restructuring helped to increase the number of season pass holders and campers in 2016. The addition of kayak rentals also increased revenues. This spring will see bike rentals. Ms. Serra then listed the events and programs held during 2016. She explained staffing changes made last year and upgrades and improvements to park facilities. Inmates provided over 1,000 hours of labor. Grant funds were used to install drainage and grading at the Stapleton Pavilion and donations totaling \$10,000 will be used to install a new boat dock. Plans for 2017 also include a group camping area, and obtaining cost estimates to resurface the tennis courts and basketball courts. The camping season will be extended due to requests from campers. She advised that the gates at Pendery Park will be moved back so that walkers will have access to the park during the winter. Ms. Serra stated that all 2017 activities are posted on A J Jolly Park's website. She and Mr. Harrod then answered questions. Commissioner Lampe complimented staff on the improvements, staff changes and the good input from residents.

Judge Pendery invited comments from the public. No one had signed up to speak, therefore he proceeded with the agenda.

There being no old business, Paula Spicer presented new business with Resolution R-01-17 by title and summary. R-01-17 approves the County Clerk's budget as submitted, for calendar year 2017. Judge Pendery stated that this is not simply routine action. The Sheriff and County Clerk are separately elected officials and conduct their own businesses. However, the Fiscal Court reviews and approves their budgets. Commissioner Painter made a motion to adopt R-01-17, seconded by Judge Pendery. All voted "AYE" and the motion passed.

Resolution R-02-17 was read by title and summary given. R-02-17 approves the County Sheriff's budget as submitted for calendar year 2017. Commissioner Painter made a motion to adopt R-02-17, seconded by Commissioner Lampe. All voted "AYE" and the motion passed.

Resolution R-03-17 was read by title and summary given. R-03-17 authorizes the Judge Executive to execute a License For the Use of Premises with the Disabled American Veterans (DAV) to allow the Fiscal Court use of the DAV's lot for its annual Shred Day event on April 29, 2017. Commissioner Lampe made a motion to adopt R-03-17, seconded by Commissioner Painter. All voted "AYE" and the motion passed.

Resolution R-04-17 was read by title and summary given. R-04-17 sets the opening and closing dates and camping dates for Campbell County parks in 2017. Commissioner Lampe made a motion to adopt R-04-17, seconded by Commissioner Painter. Kim Serra reviewed the dates, noting that the campgrounds, particularly the RV campground will open earlier and stay open later in the year. Staff recommends this in response to requests from campers to extend the camping dates. Commissioner Painter stated that this may generate additional revenue for the park. All voted "AYE" and the motion passed.

Ordinance O-01-17 was presented by title and summary for a first reading. O-01-17 amends Chapter 73 "Traffic Schedules" of the Campbell County Code of Ordinances to delete South Licking Pike from Schedule II: Speed Limits. Matt Elberfeld explained that the speed limit on roads in the County is 35mph unless otherwise posted. A portion of South Licking Pike was posted at 45mph and Luke Mantle and Chief Sorrell recommend that it be reduced to 35mph.

This action will make the speed limit default to 35mph on all of South Licking Pike. Chief Sorrell stated that there had been a fatal accident on the road last year and that signs will be posted with the new speed limit. Commissioner Coleman then asked about Reitman Road – there had been a request to change its speed limit to 25mph. Chief Sorrell stated that he has driven on Reitman, but would like to take another look before giving an opinion on changing the speed limit. Mr. Elberfeld stated that he will follow up with the Fiscal Court about Reitman Road after talking to the Road Supervisor. No vote was taken on this first reading.

A motion was requested to promote David Rodgers from Building Inspector I (Pay Grade 13, \$22.73 per hour or \$41,368.80 annually) to Building Inspector III (Pay Grade 16, \$29.55 per hour or \$53,785.00 annually) effective January 8, 2017. Motion was made by Judge Pendery, seconded by Commissioner Painter. Matt Elberfeld explained that Building Inspector Levels I and III may be attained by taking a test as prescribed by the State; it is not based on longevity. Mr. Rodgers skipped the Level II test and went directly to the Level III. The new salary is in the middle of the Level III salary range and less than the County's other Level III Inspector. The Fiscal Court has one Level III Inspector and whenever he is on vacation, sick or out of the office, the Fiscal Court must contract with PDS to provide Level III services. Having two Level III inspectors on staff will allow the Fiscal Court to take in higher dollar permits because a Level III can perform inspections of all buildings. All voted "AYE" and the motion passed.

Resolution R-05-17 was read by title and summary given. R-05-17 approves a new position description for Park Ranger and a revised position description for Parks & Recreation Maintenance Worker. Judge Pendery made a motion to adopt R-05-17, seconded by Commissioner Lampe. Frank Spataro stated that the same number of people will be hired – four Park Rangers and four Camping and Concession Workers. The new position of Park Ranger will have the same duties as the Camping and Concession Worker position except it will be a seasonal position so that they can work additional hours at the same pay rate to accommodate the extended camping season. All voted "AYE" and the motion passed.

A motion was requested to authorize staff to advertise, accept applications and interview part-time and seasonal workers for 2017. Motion was made by Judge Pendery, seconded by Commissioner Lampe. Kim Serra stated that the same number of people will be hired as last year. All voted "AYE" and the motion passed.

Matt Elberfeld requested a motion to meet in executive session 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. The session will take place at the end of regular business; no action is expected to be taken as a result of the executive session. Motion was made by Commissioner Painter, seconded by Judge Pendery. All voted "AYE" and the motion passed.

Resolution R-06-17 was read by title and summary given. R-06-17 authorizes the Judge Executive to execute an agreement with Horan Associates, Inc. for insurance brokerage services. Commissioner Painter made a motion to adopt R-06-17, seconded by Commissioner Lampe. Commissioner Coleman stated that this is about a million-dollar expenditure and it needs a very thorough understanding by the Fiscal Court. He is not convinced that Horan is the best value for

the dollar. The low bid is \$29,000. Mr. Elberfeld stated that \$29,000 is the base and there is an additional fee for data analytics and explained why the data analytics is important; the price of data analytics is included in Horan's bid. Commissioner Coleman pointed out that paying more to the low bidder would still be cheaper than Horan. In addition, the Fiscal Court has not decided whether it will be fully insured or self-funded. Mr. Elberfeld agreed stating that Horan recommends self-funding but that would be the Fiscal Court's decision. If the Fiscal Court wishes to self-fund the broker would help set it up and if it remained fully insured Horan would provide the best option on negotiating with a fully insured carrier. Mr. Elberfeld stated that staff met with the low bidder who leans to self-funding which is what most of their clients do. He recommends a broker that is equally strong in both markets because the decision has not yet been made; if the Court decides to remain fully insured he believes that Horan would provide the best negotiating services. Commissioner Coleman stated that the Court could save \$14,000 if they did not get the data analytics by using broker #4. He suggested that it would be a good time to talk about self-funding. Mr. Elberfeld stated that self-funding is a separate decision from selecting a broker; the broker can assist in making that decision. He did talk to one of the other northern Kentucky counties who is happy with the subject broker, however they have been self-funded for a while. They acknowledged that Campbell County's situation is different because it has not decided whether to be self-funded, and that the subject broker does push self-funding because it is their niche. Mr. Elberfeld stated that not all of the brokers that they met with have an office in northern Kentucky, however Horan does have one in Ft. Mitchell and is engaged in the community. Horan is also involved in the NKU Health Innovations Center and serves on its advisory committee. Commissioner Coleman suggested that this item be tabled to allow for additional study and to talk about self-funding. He named other local entities that self-fund. Judge Pendery stated that the Fiscal Court has looked at self-funding in the past; it is a relatively small prospect for self-insurance. He stated that there is group self-insurance and explained its advantages and disadvantages. Self-insurance works better with a bigger group. He recommends that a study be done if the Fiscal Court wants to consider self-insurance. Commissioner Coleman stated that the Fiscal Court will save about \$8,000 with the low bidder even after paying for an analytic study. Commissioner Lampe stated that this is a larger decision than saving \$8,000. He stated that the process was thorough – from the RFP to the committee that reviewed the proposals, interviewed the bidders and Mr. Elberfeld's recommendation. This is a tough decision because the incumbent is not the company being selected. It sounds like Horan is in a position to be the best provider for the Court's needs. Commissioner Coleman stated that when broker #4 did get their 45-minute interview, the entire committee was not present, only two of the four were there; that is not thorough. Mr. Elberfeld explained the scoring of proposals and interview process. Commissioner Painter stated that the Fiscal Court has made quite an investment in ADP for payroll and other employee services such as benefits. Mr. Elberfeld explained how ADP is used currently and how it allows direct broker connections and employee self-service. Horan is an ADP partner agency with access to ADP database and Fiscal Court information. It can perform monthly reconciliations and provide training on how to better use ADP. Commissioner Painter stated that this would create more efficiency. He stated that there is more to consider than who has the lowest brokerage fee; staff has done its homework on this issue. Commissioners Lampe and Painter and Judge Pendery voted "AYE", Commissioner Coleman voted "NAY" and the motion passed.

Commissioner Coleman asked about the status of the Jail renovation and the Substance Abuse Program. Matt Elberfeld advised that he was at the jail today and there are two people starting the program. As to the renovation, the contractor is going through the punch list and tweaking the security system. He reported that women are being housed in the new wing, all of the new dorms are occupied and the isolation cells have been used.

Commissioner Painter thanked the County Clerk Jim Luersen and Sheriff Mike Jansen for presenting their budgets and for being frugal. Jim Luersen thanked the Fiscal Court for its support. His office ran a big election in November and they could not have done it without the Fiscal Court's support. Judge Pendery stated that throughout the State there are conflicts among separately elected County officials; Campbell County has been fortunate in that they all are able to work together. Commissioner Painter stated that he believes that the place where the voting machines are stored now is better and there is no reason to worry about tampering with the machines. Mr. Luersen stated that the new storage place for the voting machines is very secure and a wonderful location. Sheriff Mike Jansen thanked the Fiscal Court and its staff for their support and assistance. He particularly thanked Mike Braun for his help and especially for cleaning up the John Street lot so that they could fill bags for the needy at Christmas.

Judge Pendery announced that the Campbell County Fiscal Court and Mayors meeting will take place on January 24, 2017 at 6:00pm at the Northern Kentucky University Student Union, Conference Room 109.

Marie Schenkel requested a motion to authorize staff to advertise for bids to resurface Ten Mile Road (CR 1012) as part of the Spring FY2017 resurfacing project. Motion was made by Commissioner Painter, seconded by Commissioner Lampe. All voted "AYE" and the motion passed.

A motion was requested to acknowledge for the record that the 2017 bonds are in place for the County Judge/Executive and the Sheriff. Motion was made by Commissioner Lampe, seconded by Commissioner Painter. All voted "AYE" and the motion passed.

A motion was requested to acknowledge for the record that the 2017 bonds are in place for elected and appointed officials and employees of Campbell County. Motion was made by Commissioner Lampe, seconded by Commissioner Painter. All voted "AYE" and the motion passed.

Ms. Schenkel then requested a motion to approve the claims as presented for January 4, 2017. County Attorney Steve Franzen stated that he has reviewed the claims and determined that they all appear appropriate. He pointed out that there is a claim for payment of storm water fee in A J Jolly Park. Commissioner Coleman stated that he still objects to paying for storm water in Jolly Park. Judge Pendery noted his objection. Motion was made by Commissioner Painter, seconded by Commissioner Lampe. All voted "AYE" and the motion passed.

The Fiscal Court met in Executive Session at 8:05p.m. pursuant to motion previously made.

Commissioner Painter made a motion to adjourn the Executive Session, seconded by Commissioner Lampe. 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 8:27 p.m.

Attachments:

Resolution R-01-17	Adopt County Clerk’s 2017 Budget
Resolution R-02-17	Adopt Sheriff’s 2017 Budget
Resolution R-03-17	Execute License for Use of DAV Premises
Resolution R-04-17	Set Opening/Closing and Camping Dates for County Parks
Ordinance O-01-17	Amend Traffic Schedules (Speed Limits)
Resolution R-05-17	Adopt New Position Descriptions for Parks/Recreation Department
Resolution R-06-17	Execute Agreement for Insurance Brokerage Services
Claims	January 4, 2017

Approved:

STEVE PENDERY
Judge/Executive

Attest:

Paula K. Spicer, Fiscal Court Clerk