

**CAMPBELL COUNTY FISCAL COURT
MINUTES**

DECEMBER 5, 2018

A regular meeting of the Campbell County Fiscal Court was held on Wednesday, December 5, 2018, 7:00 p.m. at the Campbell County Courthouse located at 8352 East Main Street, Alexandria, Kentucky.

COUNTY JUDGE/EXECUTIVE
STEVE PENDERY

COUNTY COMMISSIONERS
TOM LAMPE
BRIAN PAINTER

Steve Franzen
Matt Elberfeld
Kim Serra
Paula Spicer
Marie Schenkel
Chief Craig Sorrell
Frank Spataro

County Attorney
County Administrator
Assistant County Administrator
Fiscal Court Clerk
Finance Director
Campbell County Police Department
Human Resources Director

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. Commissioner Coleman was absent.

Minutes from the Fiscal Court regular meeting of November 21, 2018 were presented. Motion was made by Commissioner Painter, seconded by Commissioner Lampe to approve the minutes. All voted "AYE" and the motion passed.

Judge Pendery administered the Oath of Office to Police Officer Zachary Vance. Officer Vance's wife pinned on his badge. Judge Pendery welcomed him to the Campbell County governmental family and expressed the Fiscal Court's commitment to backing the Police Department. Officer Vance introduced his parents Tammy and Terry Vance, his brother Brandon, his wife and son Cooper.

Finding that nobody had signed in to address the Fiscal Court, Judge Pendery proceeded with the agenda.

There being no old business, Paula Spicer presented new business with Resolution R-99-18 by title and summary. R-99-18 authorizes the Judge/Executive to execute an Order of Affiliation with the Campbell County LANDSAR Team for 2019. Commissioner Painter made a motion to adopt R-99-18, seconded by Commissioner Lampe. All voted "AYE" and the motion passed.

Resolution R-100-18 was read by title and summary given. R-100-18 authorizes the Judge/Executive to execute a Memorandum of Agreement with the Kentucky Department of Agriculture for grant funding in the amount of \$2,000 to support spay/neuter pet procedures. Commissioner Lampe made a motion to adopt R-100-18, seconded by Commissioner Painter. All voted "AYE" and the motion passed.

Resolution R-101-18 was read by title and summary given. R-101-18 authorizes the Judge/Executive to enter into a Lease Agreement with the YMCA of Greater Cincinnati d/b/a Campbell County YMCA for non-exclusive use of soccer fields in the A J Jolly Park Beiting Sports Complex for a three-year term in consideration of one dollar per year. Commissioner Lampe made a motion to adopt R-101-18, seconded by Commissioner Painter. All voted "AYE" and the motion passed.

Resolution R-102-18 was read by title and summary given. R-102-18 authorizes the Judge/Executive to enter into a Lease Agreement with the YMCA of Greater Cincinnati d/b/a Campbell County YMCA for non-exclusive use of baseball fields in the A J Jolly Park Beiting Sports Complex for a three-year term in consideration of one dollar per year. Commissioner Lampe made a motion to adopt R-102-18, seconded by Commissioner Painter. All voted "AYE" and the motion passed.

Resolution R-103-18 was read by title and summary given. R-103-18 authorizes a Canada Geese Hunting Program at A J Jolly Park from December 27, 2018 through January 18, 2019. Commissioner Painter made a motion to adopt R-103-18, seconded by Commissioner Lampe. All voted "AYE" and the motion passed.

Resolution R-108-18 was read by title and summary given. R-108-18 amends the Campbell County Police Policy and Procedure Manual to add Chapter 5U "Video Recording and Photographing of Police Officers", and revise Chapters 13C.2 "Weapons Policy", 13C-S.1 "Weapons Policy Supplement", 13F.2 "Uniform and Appearance", 13F-S "Uniform and Appearance Supplement" and 17A.1 "Domestic Violence". Commissioner Lampe made a motion to adopt R-108-18, seconded by Commissioner Painter. All voted "AYE" and the motion passed.

Resolution R-104-18 was read by title and summary given. R-104-18 authorizes updates to the Senior Center Assistant position to include duties of the Wellness Center Assistant position, and authorizes corresponding amendments to the Administrative Code. Judge Pendery made a motion to adopt R-104-18, seconded by Commissioner Lampe. All voted "AYE" and the motion passed.

Judge Pendery made a motion to authorize staff to advertise, interview and hire a Senior Center Assistant. Commissioner Lampe seconded the motion. All voted "AYE" and the motion passed.

Resolution R-105-18 was read by title and summary given. R-105-18 authorizes new golf positions (Assistant, Associate and Attendant), and authorizes corresponding amendments to the Administrative Code. Judge Pendery made a motion to adopt R-105-18, seconded by Commissioner Lampe. All voted “AYE” and the motion passed.

Resolution R-106-18 was read by title and summary given. R-106-18 authorizes a seasonal Parks and Recreation Assistant position, and authorizes corresponding amendments to the Administrative Code. Judge Pendery made a motion to adopt R-106-18, seconded by Commissioner Lampe. All voted “AYE” and the motion passed.

A motion was requested to accept the resignation of Nicole Goller, Housing Specialist, effective December 13, 2018. Motion was made by Judge Pendery, seconded by Commissioner Lampe. All voted “AYE” and the motion passed.

Judge Pendery made a motion to authorize staff to advertise, interview and hire a Housing Specialist to fill the vacancy. Commissioner Lampe seconded the motion. All voted “AYE” and the motion passed.

Matt Elberfeld presented Resolution R-109-18 by title and summary. R-109-18 authorizes an agreement with Automatic Data Processing (ADP) for a minimum guaranteed three-year term to provide payroll, human capital management and time and labor management services. Mr. Elberfeld explained that a Request For Proposals was let earlier this year to explore prices and the market for time and attendance and payroll software. The Fiscal Court currently uses ADP and they (ADP) came back with a 25% reduction in their price. ADP will also provide staff to develop custom reports for the Police Department. Therefore, he recommends that the Fiscal Court stay with ADP and enter into a new agreement. Commissioner Painter made a motion to adopt R-109-18, seconded by Commissioner Lampe. Commissioner Painter stated that the Fiscal Court has had good success with ADP that enabled some staff reductions about two years ago. He congratulated staff on negotiating a more reasonable fee. All voted “AYE” and the motion passed.

Judge Pendery announced that Campbell County is collaborating with the Kentucky Department of Fish and Wildlife to host a live tree-recycling program this holiday season. Live, undecorated trees may be dropped off at Pendery Park in the designated area between December 26, 2018 and January 8, 2019.

Judge Pendery announced that an educational program and registration for the Canada Goose Hunt will be held on Thursday, December 20th at 6:00 PM at the Campbell County Environmental Education Center, 1 mile east of US27 at 824 Race Track Road.

Marie Schenkel requested a motion to accept the low bid of Sunesis Construction in the amount of \$128,943.50 for repairs to the Bakerfield Road Bridge. Staff has applied for KYTC 80-20 bridge replacement funding for this project. Motion was made by Commissioner Lampe, seconded by Commissioner Painter. All voted “AYE” and the motion passed.

Resolution R-107-18 was read by title and summary given. R-107-18 approves golf course greens fees, cart rental fees and season pass fees for A J Jolly Golf Course for the 2019 golf season. Commissioner Painter made a motion to adopt R-107-18, seconded by Commissioner Lampe. Commissioner Painter pointed out that nothing much changed other than rounding up to the nearest dollar due to the new sales tax. All voted “AYE” and the motion passed.

Mr. Elberfeld then requested a motion to approve the claims and supplemental claims as presented for December 5, 2018. County Attorney Steve Franzen stated that he has reviewed the claims and they appear to be appropriate. Commissioner Lampe made a motion to approve the claims, seconded by Commissioner Painter. 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 7:20 p.m.

Attachments:

Resolution R-99-18 Order of Affiliation with Campbell County LANDSAR
Resolution R-100-18 Memorandum of Agreement for Spay/Neuter Grant
Resolution R-101-18 Lease Agreement for Beiting Sports Complex Soccer Fields
Resolution R-102-18 Lease Agreement for Beiting Sports Complex Baseball Fields
Resolution R-103-18 Canada Geese Hunting Program
Resolution R-108-18 Amend Police Policy and Procedure Manual
Resolution R-104-18 Update Position Description – Senior Center
Resolution R-105-18 Update Position Descriptions – A J Jolly Golf Course
Resolution R-106-18 Adopt Position Description – Parks and Recreation
Resolution R-109-18 Agreement with ADP
Resolution R-107-18 Approve Golf Course Fees for 2019
Claims and Supplemental Claims Dated December 5, 2018

Approved:

STEVE PENDERY
Judge/Executive

Attest:

Paula K. Spicer, Fiscal Court Clerk