

CAMPBELL COUNTY FISCAL COURT MINUTES

MARCH 17, 2021

A regular meeting of the Campbell County Fiscal Court was held on Wednesday, March 17, 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 Annual Agency Plan for the Campbell County Housing Department. 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,
Police Chief Craig Sorrell,
Director of Campbell County Housing Department Sarah Collins

Sarah Collins, Director of Campbell County Housing Department, advised that the US Department of Housing and Urban Development (HUD) requires Housing Authorities to implement an annual agency plan on forms provided by it. The plans have been available for inspection in the Housing Department office by appointment and on its webpage since January 26, 2021. The plan is due to HUD by April 16 and will take effect July 1, 2021. Ms. Collins explained that the two primary differences between this year's plan and last year's are some modifications to the payment standards based on fair market rents published every October by HUD, and the abolishment of \$50 minimum rent requirement in May 2020. The Department's goals for the plan are to maintain the high-performer SEMAP status, to utilize agency funding or vouchers to meet HUD requirements, and to house the majority of families in low-poverty areas in Campbell and Pendleton Counties (except for the City of Newport). The Department has met all of these goals each year for the past five years. Judge Pendery pointed out that Ms. Collins' Department scores very highly with the federal agencies that rate their performance. The Fiscal Court appreciates the services that the Department provides for its constituents. There being no further questions or comments, the public hearing was closed.

A second public hearing was then called to order to obtain public input on the County's application for Community Development Block Grant Coronavirus Response (CDBG-CV) Program funding. Lisa Cooper, Executive Director of the Northern Kentucky Area Development

District (NKADD) conducted the public hearing for the 2021 Community Development Block Grant utility assistance program. These funds are available to cities and counties to help citizens with overdue utility bills within their jurisdictions. Each city or county may apply for up to \$200,000 in its initial application. Once awarded households will be eligible if they are located within the County limits, if they've been financially impacted by COVID, are struggling to pay utility bills and if they've received a disconnect or late payment notice. Once approved, the household will make application directly to the Northern Kentucky Community Action Commission (CAC) and if approved, the funds will be paid directly from the Community Action Commission to the utility on their behalf – no funds will go to the individual. Due to delinquency estimates for the County and cities within the County to be included in the County-wide application there are more than \$200,000 worth of delinquencies so they recommend that the County's application be for the full \$200,000. If those funds are all utilized, the County may go back for a second or third round of funding if necessary. Once the funding is received, the NKADD will work with the County to inform residents. A flyer is being drafted which can be personalized by the cities and counties to post on their websites. NKADD and CAC are also working with utility companies to include information with their bills. Judge Pendery explained that the NKADD covers eight counties and provides services that many of the cities/counties would not have the expertise to handle on their own. This is one example. Many of the cities/counties would not be able to handle it if not for the experts at agencies like the NKADD. In this case, coordination is required between the counties and cities. Campbell County had to actively recruit the cities in the county to get involved in this program and determine the level of delinquencies in the county, pass enabling ordinances/resolutions and allocate money in such a way that as many people as possible are served. All of that responsibility has fallen to the NKADD. Without them the County would not be able to do it. Ms. Cooper advised that there are about 35 applications within the ADD area. They are trying to get the applications in as quickly as possible so that funding does not run out. Judge Pendery stated that this has been discussed in the weekly leadership call in Campbell County. He understands that it is going well, the cities are on board and it looks like we will get the maximum funding. There being no further questions or comments, the public hearing was closed.

The regular meeting was called to order at 5:43 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,
Police Chief Craig Sorrell,
Director of Campbell County Housing Department Sarah Collins

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 3, 2021 were presented. Commissioner Besecker made a motion to adopt the minutes, seconded by Commissioner Painter. All voted “AYE” and the motion passed.

Judge Pendery called on Matt Verst, Chairperson of the Jolly Park Community Development Council (CDC) to begin the presentation on the 2021 update to the original 2015 Jolly Park Master Plan. Mr. Verst introduced three board members present who were instrumental in composing the original Plan as well as the update: Kevin Hanson, Donna Grey and Walt Dunlevy. Many of the Plan updates incorporate things that have been accomplished at the park since 2015. He thanked the Fiscal Court for its support which helped them achieve their goals. Mr. Verst showed slides of an aerial view of the park focusing on areas with improvements. Notable improvements to the area to the right of the park entrance are a boat dock, additional walking trails, repaving of trails, kayaks and stand-up paddle boards available for rent and the Stapleton Pavilion. Adjacent to that area is the future 300-person picnic shelter, playground, restroom and walkway. The CDC is currently raising funds for this project. Improvements at the left of the entrance include parking next to the Ranger Station, planting of trees along Racetrack Road, refurbished shelters and a future walkway which will hopefully be funded in part by a grant. One revision to the original plan is to remove the dog park near the lake. In response to Commissioner Painter’s question regarding a walkway from the equestrian camping area for access to the splash park, it will be part of the grant that they are seeking. Mr. Verst showed another area where the new picnic shelter was built. He showed a new layout for the RV campground to allow for more spaces in order to create a sustainable revenue flow to help pay for ongoing expenses associated with the campground. Other accomplishments include improved fishing quality, trees at the golf course funded through a Tree Dedication Program, addition of yurts at the campground, and addition of picnic tables and benches throughout the park. More details can be found in the Master Plan which he distributed. Mr. Verst then noted some potential improvements added to the Master Plan such as replacement of aging and dying trees, addition of more yurts, additional walking and bike trails, addition of pull-off areas next to the lake for parking and improvements to the spillway on the dam. The entire Master Plan will be uploaded to the Jolly Park CDC website for public access. In response to Commissioner Besecker’s question, Mr. Verst explained that a dog park was in the original Master Plan. During discussions on the plan update, it was determined that some other dog parks were experiencing issues with maintenance, utilization and risks associated with those facilities – dog parks are actually starting to fade away. Commissioner Lampe thanked the board members for being at the meeting, particularly Ms. Grey who recently suffered a loss in her family. He stated that not only is the Park a great asset to the County, but the CDC and its recommendations is an asset as well. He acknowledged the financial challenges with improving the Park but the CDC does a great job in getting the word out to the community about plans and needs for the Park. The Stapleton Pavilion is a good example of the impact of a private donation. He stated that the

Park has been a great escape for people during COVID and he believes use of the Park will be greater this year. Mr. Dunlevy stated that beginning with the Park's anniversary celebration, the Fiscal Court took charge of the Park by putting Kim in charge of the Park with Larry's help and Mike Braun's help keeping the park nice. All of those things indicate that the Fiscal Court has taken seriously the asset that the Park is. The good thing about the Master Plan is that it allows them to dream a bit and add amenities to the Park that the Fiscal Court may not be able to do by getting residents to step up like the Stapleton family did. Judge Pendery stated that it is nice to have a Plan that assures you that everything will fit together. Mr. Dunlevy stated that the CDC appreciates Ms. Serra's input and communications with them. Ms. Grey advised that some amenities have been added to the yurts. There will be an article in the *NKY Tribune* promoting the yurts which she believes will increase reservations. Commissioner Painter mentioned upgrades to camping sites near the yurts by running water lines. Ms. Serra added that electric is being run to the camping sites near the yurts as well as water. Judge Pendery stated that they look forward to the CDC's report and he appreciates their work. Ms. Grey stated that they did not want to release the updated plan to the public before it was presented to the Fiscal Court and then asked if the Fiscal Court needs to vote on the update? Commissioner Lampe made a motion to acknowledge that the Fiscal Court has received and filed the Master Plan update as prepared by the CDC. Commissioner Besecker seconded the motion. All voted "Aye" and the motion passed.

There being no old business, Paula Spicer presented new business with Resolution R-16-21 by title. R-16-21 adopts the Annual Plan for the Campbell County Department of Housing. Judge Pendery made a motion to adopt R-16-21, seconded by Commissioner Besecker. All voted "Aye" and the motion passed.

Resolution R-17-21 was read by title. R-17-21 authorizes the Judge/Executive to execute and file a Community Development Block Grant Coronavirus Response (CDBG-CV) Grant application in the amount of \$200,000 to provide utility relief funding to residents. Commissioner Besecker made a motion to adopt R-17-21, seconded by Commissioner Lampe. All voted "Aye" and the motion passed.

Resolution R-18-21 was read by title. R-18-21 authorizes the Judge/Executive to execute a Mutual Aid Agreement with Butler County, Ohio. Judge Pendery made a motion to adopt R-18-21, seconded by Commissioner Lampe. All voted "Aye" and the motion passed.

Resolution R-20-21 was read by title. R-20-21 authorizes the Judge/Executive to execute agreements with the following towing and recovery operators: Dempsey Towing Inc., Seibert Auto Service Inc., Tylers Towing, Silver Grove Motors Inc., Bolton's Towing and Airport Towing. Commissioner Lampe made a motion to adopt R-20-21, seconded by Commissioner Painter. All voted "Aye" and the motion passed.

A motion was requested to proclaim April 2, 2021 as Arbor Day in Campbell County, Kentucky. Motion was made by Commissioner Besecker seconded by Judge Pendery. All voted "Aye" and the motion passed.

Judge Pendery made a motion to advance Officer Eric Surber from grade PO7 (\$29.8151/hour or \$62,015.41 annually) to PO8 (\$32.4985/hour or \$67,596.88 annually) effective March 22, 2021 in accordance with the current Fraternal Order of Police working agreement. Motion was made by Judge Pendery, seconded by Commissioner Lampe. All voted “Aye” and the motion passed.

Matt Elberfeld presented Resolution R-19-21 by title. R-19-21 authorizes the Judge/Executive to execute a Memorandum of Agreement with the Northern Kentucky Area Development District (NKADD) and participating cities and counties to update the Northern Kentucky Regional Hazard Mitigation Plan. He explained that FEMA requires multi-jurisdictional regional hazard mitigation plans because it is important to plan. Also, if mitigation money is available projects must be included in the already adopted plan to be eligible for funding. In Campbell County this is one of the factors that cities use for community rating systems for the FEMA flood insurance program, so by participating in this regional plan it helps lower residents flood insurance premiums. The NKADD is coordinating this 8-county plan and this resolution authorizes Campbell County to enter into an agreement to have the NKADD prepare the plan. Bill Turner and Cindy Minter will be the County’s representative on the regional committee and co-chair a County committee composed of cities, utilities, NKU, Conservation District, Extension District and other representatives. The County committee will evaluate all projects in Campbell County and make recommendations to the regional committee. Mr. Elberfeld emphasized that this is very important for our community and he recommends that the County partner with NKADD and the partner cities are doing likewise. Judge Pendery made a motion to adopt R-19-21, seconded by Commissioner Besecker. All voted “Aye” and the motion passed.

Steve Franzen complimented Sarah Collins on her ability to stay in compliance with the mountains of requirements imposed by the federal government on housing programs. She does a great job of attending to all of the details required of this program. He enjoys working with her. Mr. Franzen then complimented Lisa Cooper – she is a great asset to the community and Campbell County. He pointed out that she is a resident of Campbell County. He then acknowledged the Jolly Park CDC. He visited the Park countless times in 2020 and appreciates all of their work.

Commissioner Besecker agreed with Mr. Franzen’s comments about Ms. Collins. He then stated that he has talked to a number of residents in the south County and is happy to report that the infrastructure build-out that the Fiscal Court has worked on for a long time for broadband internet is continuing. The work went on throughout the winter months and every week more and more residents in the south County are getting internet service. Hopefully we will see that build-out continue. This has been beneficial for children with school work and parents with their home work environment.

Commissioner Lampe stated that it is nice to meet in person. We are marking the one-year anniversary of the COVID pandemic – tomorrow marks one-year since St. Elizabeth Hospital treated its first COVID patient. At the beginning of the pandemic he would periodically touch base with department heads to see how they were doing and how their staff was performing not knowing that this would go on for a year. He stopped after a couple of months, not because he didn’t care, but thought he should let them alone and do their work. He is impressed that staff

has been very productive throughout the year continuing to provide services to citizens. Commissioner Lampe expressed his appreciation to staff who has performed tremendously under adverse conditions.

Commissioner Lampe advised that two Campbell County cities have announced new administrators. The City of Highland Heights named Michael Giffen as City Administrator. Mr. Giffen came from the City of Dayton; he is extremely talented and will be helpful to Mayor Meyers. Dayton's Mayor Baker filled Mr. Giffen's position with Jay Fossett who is very experienced and will do a great job for Dayton. Commissioner Lampe commended Mayor Meyers and Mayor Baker and looks forward to working with Messrs. Giffen and Fossett.

Commissioner Painter had no report.

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.

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 relayed some statistics regarding COVID-19. St. Elizabeth Hospital is down to 20 people in the hospital as a result of COVID – a month ago there were about 200. The entire health district, a four-county area, has been reclassified from "Red" to "Orange" that is 10-25 cases per day. This represents a pretty dramatic improvement. Along with decreased hospitalizations, testing positivity rates have declined and fewer people are looking for tests. There have been 40,000 cases of COVID since the beginning of the pandemic in Boone, Campbell, Grant and Kenton Counties and unfortunately 274 deaths. At this time there are about 928 individuals infected that we know of that are in isolation. Over 100,000 doses of vaccine have been administered to eligible Northern Kentucky residents. Eleven percent of Northern Kentucky residents are now fully vaccinated. The supply of vaccine is continuing to grow and both federal and state levels being supplied to our region are up. There are so many different agencies or businesses that are capable of providing the vaccine that we are fully capable of handling however many doses come our way. He would still urge everybody to be patient and

caution everybody to take the steps that are thought to be important in preventing spread of the illness.

Marie Schenkel presented the Finance Director/Treasurer's report by requesting a motion to authorize staff to advertise for bids for the following road materials for fiscal year 2022: culvert pipe, stone, hot/cold mix asphalt, gasoline and diesel fuel and road salt. The Fiscal Court will once again participate in the reverse auction held by KACo for road salt. Motion was made by Commissioner Painter, seconded by Commissioner Besecker. All voted "Aye" and the motion passed.

A motion was requested to enter into an agreement with WEX Bank to participate in the Fuel Card Service Program and Fleet Bulk Fuel Agreement between WEX Bank and the Commonwealth of Kentucky for fuel and service expenditures pursuant to KY State Master Agreement MA 758 1800000174. Ms. Schenkel explained that the County is changing fuel providers. This new card system allows users to fuel-up at a number of different providers and track odometer readings. Motion was made by Commissioner Besecker, seconded by Commissioner Lampe. 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 10 and 17, 2021. County Attorney Steve Franzen advised that he has reviewed the claims and determined that they all appear appropriate. Commissioner Painter made a motion to approve the claims, seconded by Commissioner Besecker. All voted "Aye" and the motion passed.

There being no further business to come before the Fiscal Court, Commissioner Besecker made a motion to adjourn, seconded by Commissioner Painter. All voted "Aye" and the meeting adjourned at 6:28 p.m. Judge Pendery thanked everybody for joining the meeting.

Attachments:

Resolution R-16-21	Adopt Housing Department Annual Agency Plan
Resolution R-17-21	Application for CDBG Coronavirus Response Program Grant
Resolution R-18-21	Mutual Aid Agreement with Butler County, Ohio
Resolution R-20-21	Agreements for Towing and Recovery Services
Resolution R-19-21	Memorandum of Agreement – Regional Hazard Mitigation Plan

Claims and Claims Paid Per Standing Order dated March 10 and 17, 2021.

Approved:

STEVE PENDERY
Judge/Executive

Attest:

Paula K. Spicer, Fiscal Court Clerk