

**CAMPBELL COUNTY FISCAL COURT
MINUTES**

MARCH 18, 2020

A regular meeting of the Campbell County Fiscal Court was held on Wednesday, March 18, 2020 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.

Preceding the opening of the Fiscal Court meeting, a public hearing was held at 5:30 p.m. to receive public comment on the Campbell County Department of Housing Annual and 5-Year Agency Plan. 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,
Police Chief Craig Sorrell,
Director of Housing Sarah Collins,
Director of Planning and Zoning Cindy Minter

Judge Pendery called to order the public hearing for the Housing Annual and Five-Year Agency Plans. Sarah Collins, Director of Campbell County Housing Authority, advised that the US Department of Housing and Urban Development (HUD) requires Housing Authorities to implement an annual and five-year agency plan on forms provided by it. The plans have been available for inspection in the Housing Department office and on its webpage since January 31, 2020. Both plans will take effect July 1, 2020. Ms. Collins explained that her office administers the Housing Choice Voucher Program for Campbell and Pendleton Counties except for the City of Newport. Currently the office has 778 housing choice vouchers, 68 of which are project-based at Highland Village (senior citizen community), and 37 which are reserved through the Veterans Affairs Supportive Housing Program. The Department's mission is to provide decent, safe and affordable housing opportunities for eligible families. Mr. Elberfeld added that not only was Campbell County determined to be a high performing agency, but Ms. Collins and her staff had a perfect score on their HUD evaluation. There being no further questions or comments, the public hearing was closed at 5:33 p.m.

The regular meeting was called to order at 5:33 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,
Police Chief Craig Sorrell,
Director of Housing Sarah Collins
Director of Planning and Zoning Cindy Minter

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 4, 2020 and Mayors meeting of January 28, 2020 were presented. Commissioner Painter made a motion to adopt the minutes, seconded by Commissioner Besecker. All voted "AYE" and the motion passed.

Judge Pendery then joined Chief Sorrell to present an award to Police Officer TJ French. Chief Sorrell talked about the actions upon which Officer French's award was based. He stated that Officer French was hired from West Virginia and he is a very professional officer.

Chief Sorrell then distributed copies of the Campbell County Police Department annual report for 2019. He generally has a presentation to go along with the report, but given the circumstances he decided to forego it this year. The report will be posted on the website. Chief Sorrell pointed out that over the last three years, Part 1 Crimes (more serious crimes) have declined 42%. He also explained that 2019 Officer of the Year Robert Dieman was selected for that award while he was still an Officer, but he has since been promoted to Detective.

Judge Pendery then called on Andy Yeager, Transportation Engineer Supervisor, Kentucky Transportation Cabinet District Six to present the recommendations for Rural Secondary Road Program funds for Fiscal Year 2020-2021. Rob Allender from District Six was also present. Mr. Yeager then advised that Campbell County's allotment for FY21 is \$704,218 (a 3% increase over last year), with \$214,000 set aside for routine maintenance and \$140,844 set aside for Flex Funds. After deducting County Administrative expenses, that leaves \$346,790 plus \$109,527 left from FY20 for a total of approximately \$456,317 for projects. Mr. Yeager then listed the recommended projects: resurfacing of Stonehouse Road (KY 1997) from the AA Highway to KY 547 at approximately \$224,380, an erosion repair project on Washington Trace (KY 2921) 0.17 miles east of KY 1566 estimated at \$51,963, box culvert replacement on Oneonta Road (KY 1566) 0.20 miles west of KY 8 at \$75,000 and soil nail wall on New Richmond Road (KY1996) 0.28 miles west of KY 8 estimated at \$92,500. The Water District is responsible for repaving about ¼ mile on Stonehouse Road upon completion of its water main project. This leaves about \$140,844 in Flex Funds. If the County chooses not to use Flex Funds on a County road, he recommends resurfacing Oneonta Road (KY 1566) from KY 1997 to KY 8 estimated to cost \$108,540. Commissioner Besecker thanked Messrs. Yeager and Allender for attending and

expressed his appreciation of the workers at the local State garage on US 27. He then stated that US 27 has been resurfaced in certain areas in the northern parts of Alexandria and other areas and the visibility is not good. The reflectors on some portions of the roadways are missing contributing to poor visibility. He understands that a project is proposed to replace reflectors from Route 10 and US 27 out to around Parkside Subdivision. Mr. Yeager stated that the project was let in February and the status should be on the website. Mr. Allender's understanding is that the project would extend to somewhere around Parkside. Commissioner Besecker asked that they pass on that it would be very helpful for drivers to have the reflectors installed all the way to the County line. He then stated that he has received inquiries from residents about Licking Pike as it approaches the AA Highway and significant problems with the pavement resulting in flat tires. Mr. Yeager stated that the Department is looking to address pavement issues in that area in the near future. Commissioner Painter thanked District Six for its quick response to replace a collapsed culvert on the AA Highway while they were busy attending to the slip on the AA Highway in Newport.

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

Judge Pendery invited Cindy Minter, Planning and Zoning Director, to advise the Fiscal Court on Ordinance O-05-20 to amend the Rural Commercial (RC) and Neighborhood Commercial (NC) zones which was on the agenda for a first reading. Ms. Minter explained that this is a text change, not a map change and only applies to unincorporated Campbell County. The proposal is to add in the RC and NC zones the following conditional uses: churches for the purpose of recognized religious worship, childcare centers, public, parochial or private schools, publicly owned or operated parks and recreational facilities and private recreational facilities including indoor and outdoor uses. Her office recently realized that these types of uses were not allowed in the RC and NC zones although they are already conditional uses in the Rural Residential Estate (RRE) and Agricultural-One (A-1) zones. There have been questions about this amendment since the Planning Commission meeting. It does not change any zones to RC or NC. If somebody wanted to change the zones, they would have to present the request to the Planning Commission and it would have to be consistent with the Comprehensive Plan. The recommendations would then have to come before the Fiscal Court for approval. These are conditional uses that must go before the Board of Adjustments for approval. She believes that the proposed changes were an oversight when the Zoning Ordinance was first drafted many years ago. Commissioner Lampe thanked Ms. Minter for the clarification stating that he had a call from a resident/business owner in Campbell County and he will make sure that the person is made aware of the clarification. Ms. Minter stated that her staff is working remotely, but residents can still call and email with questions.

There being no old business, Paula Spicer presented new business beginning with Resolution R-21-20. R-21-20 adopts the Annual and Five-year Agency Plans for the Department of Housing. Commissioner Lampe made a motion to adopt R-21-20, seconded by Commissioner Besecker. All voted "Aye" and the motion passed.

Ordinance O-05-20 was read by title for a first reading. O-05-20 amends the text of the Official Zoning Ordinance for unincorporated Campbell County, Kentucky, adding Conditional Uses

within the RC Rural Commercial Zone and the NC Neighborhood Commercial Zone. No vote was taken on the first reading of this ordinance.

Ordinance O-06-20 was read by title for a first reading. O-06-20 amends Chapter 73 “Traffic Schedules” of the Campbell County Code of Ordinances to change the maximum speed limit on a portion of Nagel Road West. Mr. Elberfeld explained that a resident called about speeding on Nagel Road West which is a long road covering different types of terrain. The Police Department put a speed camera out to monitor traffic and found that at certain times of the day there was some speeding. The Police Chief and Road Supervisor agreed to lower the speed to 25-mph from US 27 for approximately 0.8 miles. A 35-mph speed limit is appropriate for the rest of the road. Commissioner Besecker pointed out that there are plans to build an elementary school in the area in the next few years.

Resolution R-18-20 was read by title. R-18-20 authorizes the Judge/Executive to execute a Memorandum of Agreement with the Kentucky Department of Agriculture for grant funding to support spay/neuter pet procedures. Commissioner Besecker made a motion to adopt R-18-20, seconded by Commissioner Lampe. All voted “Aye” and the motion passed.

Resolution R-19-20 was read by title. R-19-20 authorizes the Judge/Executive to apply as the Fiscal Agent for the Campbell County Complete County Committee for grant funds from the Foundation for a Healthy Kentucky. Commissioner Lampe made a motion to adopt R-19-20, seconded by Commissioner Besecker. All voted “Aye” and the motion passed.

A motion was requested to proclaim April 2020 as Fair Housing Month in Campbell County. Motion was made by Commissioner Lampe, seconded by Commissioner Besecker. All voted “Aye” and the motion passed.

A motion was requested to authorize the Judge/Executive to execute an Employment Agreement with Mark Dill to serve as School Resource Officer (SRO) Sergeant effective March 18, 2020 with compensation set at \$49,630.44 annually or \$23.8708 hourly. Judge Pendery made the motion stating that Sgt. Dill has done a great job and he is glad to have him return. Commissioner Besecker seconded the motion echoing Judge Pendery’s comments and adding that he talks to Sgt. Dill every day at the school. All voted “Aye” and the motion passed.

A motion was requested to advance Officer Andrew Champagne from PO6 (\$27.3183/hour or \$56,821.89 annually) to PO7 (\$29.2305/hour or \$60,799.42 annually) effective March 10, 2020 in accordance with the current FOP agreement. Motion was made by Judge Pendery, seconded by Commissioner Lampe. All voted “Aye” and the motion passed.

Judge Pendery made a motion to reappoint John Hengelbrok to the Tri-ED Board of Directors for a three-year term effective February 16, 2020 through February 15, 2023, seconded by Commissioner Besecker. All voted “Aye” and the motion passed.

Judge Pendery made a motion to appoint Troy Styer to the Campbell County Cable Board for a three-year term effective March 19, 2020 through March 18, 2023, seconded by Commissioner Besecker. All voted “Aye” and the motion passed.

Mr. Franzen announced that although the Campbell County Courthouse was closed, the County Attorney's Office is open. His office is taking precautions as instructed by health professionals; however, they are available to the police as needed and to the public by phone or email. The Child Support office is also open; individuals must continue to pay child support.

Commissioner Besecker thanked the leaders across the nation and the State for keeping the country informed as much as possible about the Coronavirus. He asked that local communities pull together in this unprecedented time. The best thing that people can do is be better neighbors and friends.

Commissioner Lampe hopes that people in the community are able to stay healthy and safe during these trying times.

Judge Pendery announced that by March 20th County residents should have received an official mailing from the US Census Bureau with detailed information on how to respond to the 2020 Census online, by phone, or by mail. Census results help determine how billions of dollars in federal funding flow into states and communities each year and how many seats in Congress each state gets. Communities rely on census statistics to plan for a variety of resident needs including new roads, schools, and emergency services. He added that the census results also determine how many COVID-19 test kits each state gets.

Judge Pendery announced that he learned this afternoon that the first COVID-19 case in northern Kentucky was identified in Kenton County. He is sure there will be cases in the other northern Kentucky counties. The Health Department will find out who has been exposed and order the necessary quarantines. The County understands that it has an obligation and a trust to provide certain services. Beyond that there may be emergency situations that the County has to respond to. County employees have been organized in a manner to minimize their exposure to the virus and avoid infecting members of the community. The County is taking prudent steps and following suggestions from various levels of government. County offices are taking calls and emails and questions are welcome. Mr. Elberfeld recommended visiting the County's website which will be continually updated for information. The County e-newsletter and Facebook will also be updated as necessary. Judge Pendery stated that the County will try to provide services to the level it can while considering the dictates of the emergency.

Mr. Elberfeld presented the Finance Director/Treasurer's report by requesting a motion to accept the low bid of Greenville Turf & Tractor in the amount of \$43,251.36 for the purchase of a John Deere 2020A ProGator for the golf course. It replaces a piece of equipment that has a couple hundred thousand miles on it. This includes a new sprayer for chemical application which will be more precise and reduce chemical costs. There is a 6-8 month build time for this equipment and the purchase was budgeted. Motion was made by Commissioner Lampe, seconded by Commissioner Painter. In response to Commissioner Besecker's question as to the lifespan of this equipment, Mr. Elberfeld stated that he was unsure of years, but the current equipment has 3,300 hours of use – the equivalent of 200,000 miles on it. All voted "Aye" and the motion passed.

Resolution R-20-20 was read by title. R-20-20 declares County-owned personal property as surplus and authorizes the County Finance Director/Treasurer to sell or otherwise dispose of such property. Mr. Elberfeld explained that the subject property is a plotter and scanner used by the Planning and Zoning Department and has been repaired many times by the IT Department. The City of Newport has expressed interest in buying it. Commissioner Painter made a motion to adopt R-20-20, seconded by Commissioner Lampe. All voted “Aye” and the motion passed.

A motion was requested to approve budget transfers dated March 18, 2020. Mr. Elberfeld explained that the transfers do not increase the overall budget they only reallocate certain funds. Motion was made by Commissioner Lampe, seconded by Commissioner Besecker. All voted “Aye” and the motion passed.

Mr. Elberfeld then requested a motion to approve the claims dated March 18, 2020, and claims paid per standing order dated March 10, 2020. County Attorney Steve Franzen advised that he has reviewed the claims and determined that they all appear appropriate. Commissioner Lampe made a motion to approve the claims, seconded by Commissioner Painter. All voted “Aye” and the motion passed.

Commissioner Besecker pointed out that the next meeting date had not been mentioned. Mr. Elberfeld stated that the date has not yet been decided and he will advise when it is known.

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 6:18 p.m.

Attachments:

Resolution R-21-20 Adopt Housing Department Annual and 5-Year Agency Plans
Ordinance O-05-20 Amend Zoning Ordinance Text
Ordinance O-06-20 Amend Traffic Schedules, Speed Limits
Resolution R-18-20 Memorandum of Agreement – Spay/Neuter Grant
Resolution R-19-20 Application for Grant Funds
Resolution R-20-20 Disposition of Surplus Property
Budget Transfers dated March 18, 2020
Claims Paid Per Standing Order dated March 10, 2020
Claims dated March 18, 2020

Approved:

STEVE PENDERY
Judge/Executive

Attest:

Paula K. Spicer, Fiscal Court Clerk