

CAMPBELL COUNTY FISCAL COURT MINUTES

August 8, 2007

A special meeting (regular meeting rescheduled) of the Campbell County Fiscal Court was held on Wednesday, August 8, 7:00 p.m. at the Campbell County Courthouse, located at 8352 East Main Street, Alexandria, Kentucky.

In attendance at the meeting were:

COUNTY JUDGE/EXECUTIVE:
STEVE PENDERY

COUNTY COMMISSIONERS:
DAVE OTTO
KENNETH RECHTIN
MARK HAYDEN

Melissa Williams	Director of Administration
James Seibert	Director of Fiscal Affairs
Lt. Col. Todd Straman	Campbell County Police Department
Ken Knipper	OEM Director
Susan Prather	Fiscal Court Clerk

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

Judge Pendery called 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 held July 18, 2007 and special meeting held August 1, 2007 were presented by Judge Pendery. Commissioner Otto made motion and Commissioner Rechtin seconded to approve the minutes of July 18 and August 1 as presented. All voted "AYE" and the motion passed unanimously.

Next, Judge Pendery recognized citizens or public officials wishing to address the Court. There being no one wishing to address the Court, Judge Pendery invited the presentation of Mr. Chuck Kriemer of Greater Cincinnati Crime Stoppers. Mr. Kriemer thanked the Court for the opportunity to come before them. He noted that Crime Stoppers serves not only Greater Cincinnati, but also Northern Kentucky and Southeast Indiana. He then distributed information providing monthly statistics of crimes solved in 2006 along with the Treasurer's Report as submitted by Mark Fischer. A brief history of the organization was then provided by Mr. Kriemer along with an invitation to participate in upcoming funding raising events to be held August 27th at Bannock Creek Golf Club and October 5 at the VFW Post in North College Hill. Judge Pendery expressed the Fiscal Court's appreciation for such a worthwhile program.

Ms. Rosana Aydt of St. Vincent de Paul Community Pharmacy, Inc. was then invited to speak to the Court. Ms. Aydt stated that the mission of the organization is to provide necessary medications and pharmaceutical care free of charge to those unable to pay, without regard to race, creed, or national origin. She then provided a brief history of the organization pointing out that the Campbell County office will be moving from Dayton to Newport, effective September 2007. Ms. Aydt stated that \$25,000 is needed per month to run the agency with the need of services far exceeding the resources. She then provided information on the "Adopt a Needy Neighbor Program" and extended an invitation for the members of the Fiscal Court to participate in their fundraising event to be held November 10. Questions were then invited for Ms. Aydt. There being none, Ms. Aydt noted her appreciation for the opportunity to present the Community Pharmacy to the Fiscal Court and communities of Campbell County.

Old Business was then brought before the Court. Ms. Melissa Williams, Director of Administration, presented Ordinance O-09-07 to the Court for second reading and passage consideration. The Ordinance was read by title and a summary given: an Ordinance updating the Official List of Roads in Campbell County, Kentucky, that will be controlled and maintained by the Campbell County Fiscal Court, and amending Ordinance O-01-07, to add the following road to said Official List: Elder Drive; and also amending the length of existing County maintained roads as follows: Mallard Drive and Wigeon Drive. She noted that the inclusion of Elder Drive along with amending the length of the Mallard Drive and Wigeon Drive carries the recommendation of Mr. Peter Klear, Director of Planning and Zoning. Motion was made by Commissioner Rechtin and seconded by Commissioner Hayden. There being no further discussion, all voted "AYE" and the motion passed unanimously.

Ordinance O-10-07 was then presented by Ms. Williams for second reading and passage consideration. The Ordinance was read by title and a summary given: an ordinance authorizing the execution of a Local Development Area Agreement with the City of Dayton, Kentucky, and the City of Dayton Kentucky Public Properties Corporation as may be necessary pursuant to creation of a Local Development Area to provide for the financing of necessary public infrastructure improvements relating to the Belmont Lake, LLC Project. Motion was made by Commissioner Rechtin and seconded by Commissioner Otto. Commissioner Rechtin thanked Staff, along with Mr. Dean Spoor, for the additional documentation provided. There being no further discussion, all voted "AYE" and the motion passed unanimously.

Upon the conclusion of Old Business, Judge Pendery called for New Business to come before the Court. Ms. Williams presented Ordinance O-11-07 to the Court for first reading. The Ordinance was read by title and a summary given: an ordinance enacting and adopting Supplement 2007 S-15 to the Code of Ordinances of the County of Campbell, Kentucky (July 1, 2006 – December 31, 2006). Judge Pendery noted as the Ordinance is presented for first reading, no action is required.

Resolution R-97-07 was then presented by Ms. Williams. The Resolution was read by title and a summary given: a resolution of the Campbell County Fiscal Court authorizing the Judge/Executive to execute a Memorandum of Agreement (MOU) with the Kentucky Natural Resources and Environmental and Public Protection Cabinet to conduct a tire amnesty event in Campbell County. Ms. Williams noted that the event is to be held September 13 through

September 15 with the State paying the costs associated with the event. The Agreement carries the recommendation of Lori Heilman, Solid Waste Coordinator. Motion was made by Commissioner Hayden and seconded by Commissioner Rehtin. Commissioner Otto questioned the location of the event. Ms. Williams stated the event is to be held at the State Road barn on U.S. 27 in Alexandria. There being no further discussion, all voted "AYE" and the motion passed unanimously.

Next, Ms. Williams presented Resolution R-100-07 to the Court for consideration. The Resolution was read by title and a summary given: a resolution of the Campbell County Fiscal Court for additional Senior Citizen Tax to be allocated to the Northern Kentucky Area Development District Case Management Unit for FY 2008. Ms. Williams noted that Pat Dressman recommends approval for an additional \$10,000.00 to help reduce the number of seniors currently on the waiting list. Motion was made by Commissioner Rehtin and seconded by Commissioner Hayden. There being no further discussion, all voted "AYE" and the motion passed unanimously.

Ms. Williams stated that the next five items relate to the \$1 million CDBG grant the County was awarded to assist the Newport Housing Authority with a Homebuyer Assistance Program Project. Mr. Dennis Elrod, Grant Consultant, explained that the items being considered are "housekeeping" issues in the grant process. He noted that the \$1 million grant amount is the largest the State provides. Commissioner Rehtin questioned whether a mentoring program will be part of the program. Mr. Elrod stated that all participants must graduate from a homebuyer assistance program and that a case manager will be assigned to each applicant for continued monitoring. Commissioner Rehtin then requested clarification as to possible cost overruns as indicated in Resolution R-104-07. Mr. Elrod explained that in order to receive the \$1 million in grant funds, the resolution must be adopted by the Fiscal Court; however, there will be no cost overruns as the costs are capped by nature of the project. Commissioner Rehtin pointed out that all homes being constructed as part of the project are located within Newport. He stated we need to strive to offer opportunities throughout the County. Mr. Elrod added that he will be back before the Fiscal Court in the near future with final documents. Commissioner Hayden stated that the project is a positive step for continuing the redevelopment of Newport and that there is a need to provide other affordable housing in the County. Mr. Elrod stated that the project was possible with the help of the City of Newport as they "land-banked" the building lots as they came available. He suggested that the County continue to seek out property for further opportunity.

Resolution R-101-07 was then presented by Ms. Williams. The Resolution was read by title and a summary given: Guideform Residential Antidisplacement and Relocation Assistance Plan under Section 104 (d) of the Housing and Community Development Act of 1974, as amended. She pointed out that Mr. Elrod was available for questions. Motion was made by Commissioner Rehtin and seconded by Commissioner Otto. There being no further discussion, all voted "AYE" and the motion passed unanimously.

Next, Ms. Williams presented Resolution R-102-07 to the Court for consideration. The Resolution was read by title and a summary given: CDBG Project Procurement Standards. Ms. Williams explained that the resolution adopts the model procurement code to be utilized in the administration of the Community Development Block Funds for the Campbell County Homebuyer Program as provided by the Kentucky Office for Local Development (GOLD). Motion was made by Commissioner Otto and seconded by Commissioner Rechlin. There being no further discussion, all voted "AYE" and the motion passed unanimously.

Resolution R-103-07 was then presented by Ms. Williams. The Resolution was read by title and a summary given: a resolution acknowledging the receipt of State Clearinghouse comments for the Campbell County Homebuyer Assistance Program Project and committing the Campbell County Fiscal Court to follow all comments so received in the implementation of this project. Motion was made by Commissioner Rechlin and seconded by Commissioner Hayden. There being no further discussion, all voted "AYE" and the motion passed unanimously.

Resolution R-104-07 was then presented. Ms. Williams read the Resolution by title and a summary was given: a resolution committing the Campbell County Fiscal Court to fund all project cost overruns for the Campbell County Homebuyer Assistance Program project. Ms. Williams note there will be no cost overruns involved with the project as previously explained. Motion was made by Commissioner Otto and seconded by Commissioner Hayden. There being no further discussion, all voted "AYE" and the motion passed unanimously.

Ms. Williams presented Resolution R-105-07 to the Court for consideration. The Resolution was read by title and a summary given: a resolution authorizing the Judge/Executive to execute any an all documents related to CDBG funds awarded to the Campbell County Fiscal Court for the Campbell County Homebuyer Assistance Program Project. Motion was made by Commissioner Rechlin and seconded by Commissioner Hayden. There being no further discussion, all voted "AYE" and the motion passed unanimously.

Matters of Personnel were then brought before the Fiscal Court. Ms. Williams requested a motion to adjust the annual compensation of David Lusher to grade 10F, \$31,739.00 to reflect 2.5 percent increase as he has completed his six-month anniversary as IT Specialist on July 8, 2007. Motion was made by Judge Pendery and seconded by Commissioner Otto. There being no further discussion, all voted "AYE" and the motion passed unanimously.

A motion to accept the resignation of Lori Heilman, effective August 9, 2007, was requested by Ms. Williams. Motion was made by Judge Pendery and seconded by Commissioner Rechlin. There being no further discussion, all voted "AYE" and the motion passed unanimously.

Ms. Williams then presented Resolution R-106-07 for consideration. The Resolution was read by title and a summary given: A resolution of the Campbell County Fiscal Court amending the Administrative Code Authorized Position List and Organizational Chart to reflect the redefined job description of Solid Waste Coordinator. Ms. Williams noted that the description needed to be updated after several years and it is Staff's recommendation that the position be made part-time.

Motion was made by Judge Pendery and seconded by Commissioner Rehtin. There being no further discussion, all voted "AYE" and the motion passed unanimously.

Resolution R-107-07 was then presented for consideration. The Resolution was read by title and a summary given: a resolution of the Campbell County Fiscal Court contracting with Lori Heilman to provide Solid Waste Coordinator Services on a part-time basis for Campbell County Fiscal Court. Ms. Williams explained that Ms. Heilman is entering law school but is willing and able to provide the services as needed. The agreement will be reviewed in three months time. Motion was made by Judge Pendery and seconded by Commissioner Rehtin. There being no further discussion, all voted "AYE" and the motion passed unanimously.

A motion was then requested to appoint David Schultz to the position of Road Maintenance Specialist Level I with the Campbell County Road Department with compensation set at Grade 10 effective August 13, 2007. Motion was made by Judge Pendery and seconded by Commissioner Otto. There being no further discussion, all voted "AYE" and the motion passed unanimously.

Ms. Williams requested a motion to accept the resignation of Andrew Anderson, Administrative Intern for the Administration Department, effective July 27, 2007. Motion was made by Judge Pendery and seconded by Commissioner Otto. There being no further discussion, all voted "AYE" and the motion passed unanimously.

A motion to authorize Staff to advertise, interview and hire for the position of Administrative Intern in the Administration Department was then requested by Ms. Williams. Motion was made by Judge Pendery and seconded by Commissioner Rehtin. There being no further discussion, all voted "AYE" and the motion passed unanimously.

Ms. Williams requested a motion to reappoint John Ellison to the Northern Kentucky Convention & Visitors' Commissioner for a three year term effective August 1, 2007 through July 31, 2010. Mr. Ellison was nominated by the Northern Kentucky Restaurant Association. Motion was made by Judge Pendery and seconded by Commissioner Otto. There being no further discussion, all voted "AYE" and the motion passed unanimously.

Upon the conclusion of New Business, Judge Pendery requested reports from Staff. Mr. Robert Horine, County Administrator, was absent from the meeting and the County Attorney had no report to submit.

Commissioner Rehtin stated according to the Press, Hamilton County was considering shipping inmates to the Campbell County Detention Facility in order to reduce the over-crowded condition of their jail facility. He pointed out that the per diem fee noted by the Press was incorrect; he wished to reassure the public that all costs undertaken by Campbell County would be assigned to Hamilton County should the transfer take place. Commissioner Otto stated that problems exist with transferring prisoners over state lines.

Judge Pendery then reported on the “Food to Fork” dinner held August 6 at Northern Kentucky University. He explained that the dinner was held to present the issues of farm and green space preservation in Campbell County. Judge Pendery stated that over two hundred people were in attendance at the dinner with all the food having been produced in Campbell County. Commissioner Hayden added that conversation took place regarding land conservation and easements. He encouraged Staff to extend an invitation to Mr. David Peck to come before the Fiscal Court to discuss conservation easements.

A reminder was then issued by Judge Pendery that the second Fiscal Court meeting in August has been rescheduled for Wednesday, August 22, 2007 at 5:30 P.M. at the Campbell County Fiscal Court Conference Room in Newport.

Judge Pendery announced that a public hearing and special meeting will take place on Friday, August 10, 2007 at 12:00 Noon in the Newport Campbell County Fiscal Building Conference Room to obtain public input on the 2007 proposed tax rates.

The Fiscal Director’s Report was then provided by Mr. Jim Seibert, Director of Fiscal Affairs. Resolution R-99-07 was presented by Mr. Seibert for consideration. The Resolution was read by title and a summary given: a resolution of the Campbell County Fiscal Court to upgrade it’s financial and tax software programs through a contract with Springbrook Software, Inc. He explained that the current software is no longer viable and becoming outdated making future support unavailable. Judge Pendery noted that the annual cost is less than the budgeted amount. Motion was made by Commissioner Hayden and seconded by Commissioner Rehtin. There being no further discussion, all voted “AYE” and the motion passed unanimously.

Mr. Seibert then presented Ordinance O-13-07 for first reading. The Ordinance was read by title and a summary given: an ordinance relating to the 2007-2008 annual budget and amendments thereof. Mr. Seibert explained that approval of the Ordinance would bring the accounts into agreement with the bond funds for the jail. Judge Pendery noted that as the Ordinance was presented for first reading, no action was required.

Next, Mr. Seibert presented Resolution R-98-07 for consideration. The Resolution was read by title and a summary given: a resolution of the Campbell County Fiscal Court adopting guidelines for the 2007-2008 Northern Kentucky Area Development District Funds Project. Mr. Seibert noted that grant funds have become available through the Northern Kentucky Area Development District. In order to allocate said funds, advertisement must take place. The proposed resolution approves the process in which to allocate said funds. Motion was made by Commissioner Rehtin and seconded by Commissioner Hayden. There being no further discussion, all voted “AYE” and the motion passed unanimously.

A motion was then requested by Mr. Seibert to acknowledge that Treasurer Diane Bertke has completed the FY07 Treasurer’s Report as required by Kentucky Revised Statutes. He noted that publication is no longer required; however, the report is still required for audit purposes. Motion was made by Judge Pendery and seconded by Commissioner Otto. There being no further discussion, all voted “AYE” and the motion passed unanimously

A motion to approve Transfers was then requested by Mr. Seibert. Motion was made by Commissioner Rechtin and seconded by Judge Pendery. There being no further discussion, all voted "AYE" and the motion passed unanimously.

Mr. Seibert then requested a motion to approve the claims as presented. Ms. Prather stated that Mr. Verst reviewed the claims presented and all appear to be in order. It was moved by Commissioner Otto and seconded by Commissioner Hayden. There being no further discussion, all voted "AYE" and the motion passed unanimously.

There being no further business to come before the Fiscal Court, it was moved by Commissioner Rechtin, seconded by Commissioner Hayden, that the meeting be adjourned. All voted "AYE" and the meeting adjourned at 8:05 p.m.

Attachments:

Ordinance O-09-07	Amendment to County Maintained Road Inventory
Ordinance O-10-07	Local Development Area Agreement with City of Dayton
Ordinance O-11-07	Adoption of Supplement S-15 Code of Ordinance
Ordinance O-13-07	General Fund Budget Amendment for FY08
Resolution R-97-07	MOU KY Resources and EPA to Conduct Tire Amnesty
Resolution R-98-07	2007/2008 No KY Area Development Funds Project
Resolution R-99-07	Contract with Springbrook Software Systems for Fiscal Department
Resolution R-100-07	Senior Tax Fund Allocation
Resolution R-101-07	Residential Anti-Displacement Plan for CDBG
Resolution R-102-07	Model Procurement Code for CDBG
Resolution R-103-07	Receipt of State Clearinghouse Comments Campbell County Homebuyer Program
Resolution R-104-07	Cost Overrun Campbell County Homebuyer Program
Resolution R-105-07	Authorization to Execute/CDBG Funds
Resolution R-106-07	Campbell County Solid Waste Coordinator
Resolution R-107-07	Employment Agreement/Campbell County Solid Waste Coordinator
Transfers	August 8, 2007
Claims:	August 8, 2007

Approved:

STEVE PENDERY
Campbell County Judge/Executive

Attest:

SUSAN A. PRATHER
Fiscal Court Clerk