

**CAMPBELL COUNTY FISCAL COURT
MINUTES**

SEPTEMBER 4, 2019

A regular meeting of the Campbell County Fiscal Court was held on Wednesday, September 4, 2019, at 7:00 p.m. at the Campbell County Courthouse located at 8352 East Main Street, Alexandria, Kentucky.

COUNTY JUDGE/EXECUTIVE
STEVE PENDERY

COUNTY COMMISSIONERS
GEOFF BESECKER
TOM LAMPE
BRIAN PAINTER

Steve Franzen, County Attorney
Matt Elberfeld, County Administrator
Kim Serra, Assistant County Administrator
Paula Spicer, Fiscal Court Clerk
Marie Schenkel, Finance Director/Treasurer
Colonel Craig Sorrell, Campbell County Police Department

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.

Minutes from the Fiscal Court regular meeting of August 21, 2019 were presented. Motion was made by Commissioner Besecker, seconded by Commissioner Lampe to approve the minutes. All voted "AYE" and the motion passed.

Judge Pendery stated that representatives of Special Purpose Governmental Entities (SPGE) are present to comply with State statute requiring SPGE's to present their tax rate. He stated that this is informational only, the Fiscal Court does not have the authority to change budgets or rates set by the SPGE's. He then called on J C Morgan with the Campbell County Public Library to begin his presentation.

J. C. Morgan, Director, Campbell County Public Library, distributed copies of the 2018-2019 Annual Report to the Community highlighting the Library's work over the last year. He advised that the Library is about halfway through the goals set out in its Five-Year Strategic Plan and highlighted the biggest accomplishments: opening of two Express locations, opening of the Alexandria branch, expansion of outreach efforts, working closely with schools, the annual Drop

Your Drawers fundraiser and the partnership with schools to participate in the Dolly Parton's Imagination Library. Mr. Morgan then recited the 2019 tax rates as 7.5 cents per \$100 valuation for real property and personal property and 2.6 cents per \$100 valuation for motor vehicles.

Ron McCormick, Chair of the Campbell County Conservation District Board advised that the Conservation District is taking the compensating rate of 0.003. He explained that the mission of the Conservation District is to protect the land, water, and other natural resources within the district through educational programs, technical assistance and grants to citizens for use of Best Management Practices. Currently the District is trying to upgrade the St. Anne's Wetlands and Hawthorne Crossing properties. This summer the District held its 12th Backroads Farm Tour.

Kathy Lauer, Chair of the Campbell County Extension District stated that the District has a lot of information about their activities and programs on their website. The 2019 tax rate is 0.025 cents for real property and 0.0517 cents for personal property.

Clarence Martin, Chair of the Central Campbell Fire District advised that Central Campbell is responsible for the Cities of Highland Heights, Crestview and Cold Spring, Northern Kentucky University and areas of the unincorporated County – about 20 square miles. The Fire District responded to about 3,000 calls last year. The District's 2019 tax rate is \$1.70 per \$1,000 valuation for real property and the personal property rate is still under consideration. Mr. Martin then thanked the Fiscal Court for repaving California Cross Road.

Mike Ward, representing the Southern Campbell Fire District announced that they would keep the tax rate the same at 18 cents per \$1,000 valuation for real property and 20 cents per \$100 valuation on tangible and personal property.

Paul Hehman, Chief of the Melbourne Fire District announced its 2019 tax rate as 1.75 cents – the same rate for at least the last five years.

Wayne Wehrman, Chief of Campbell County Fire District #1 advised that they are keeping the same rate at 20 cents per \$100 valuation for real and personal property. Fire District #1 covers a 42 square mile area on the east side of Campbell County (excluding Melbourne) including the I-275 bridge to Pendery Park and the AA Highway.

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

There being no old business, Paula Spicer began with new business by advising that the first six resolutions on the agenda, numbers R-87-19 through R-92-19 are related to the Campbell County Home Ownership Development Project funded by the \$804,000 Community Development Block Grant awarded to Campbell County. Dennis Elrod and Tom Guidugli Sr. were present to talk about the project.

Tom Guidugli, Sr. thanked the Fiscal Court and its staff for applying to fund the project. He stated that the project area is in the census tract known as the worst in northern Kentucky. This

project will be an opportunity to put some money in the neighborhood and hopefully the private market will follow.

Dennis Elrod distributed a handout listing of the six properties that will be rehabbed and sold to people who are income eligible and a brief description of the project. The Fiscal Court will enter into an agreement with the Newport Millennium Housing Corporation III (a nonprofit division of the Housing Authority of Newport). The County's exposure investment is limited to the Block Grant funds awarded to it; no County money will go into this project. The Housing Corporation must pay any overages pursuant to the agreement. He then explained the "Notice of Solicitation" to be advertised once the properties are ready for sale. Mr. Elrod stated that to qualify for the project, the homebuyers must meet certain conditions including ability to get a private first mortgage, complete a homebuyer education training program, be employed for the last 12 months, no felony, violent crime or drug-related criminal history and meet income guidelines. The legislative items on the agenda are part of doing business with the Federal government. He stated that they are working to move the project forward as quickly as possible.

Resolution R-87-19 was read by title. R-87-19 acknowledges receipt of State Clearinghouse comments for the Campbell County Home Ownership Development Project construction and agreeing that all conditions set forth in said comments will be met. Commissioner Lampe made a motion to adopt R-87-19, seconded by Commissioner Besecker. Mr. Elrod explained that the State Clearinghouse reviews all applications for federal funding and distributes them to State agencies who may have an interest in commenting. The County are obliged to follow the comments from the State. All voted "Aye" and the motion passed.

Resolution R-88-19 was read by title. R-88-19 adopts a Residential Anti-Displacement and Relocation Assistance Plan in connection with the Campbell County Home Ownership Development Project. Commissioner Painter made a motion to adopt R-88-19, seconded by Judge Pendery. Mr. Elrod stated that no one is being displaced; the properties are longtime vacant. All voted "Aye" and the motion passed.

Resolution R-89-19 was read by title. R-89-19 adopts a procurement code in connection with the Campbell County Home Ownership Development Project. Commissioner Besecker made a motion to adopt R-89-19, seconded by Commissioner Lampe. All voted "Aye" and the motion passed.

Resolution R-90-19 was read by title. R-90-19 commits the Fiscal Court to enforce its development agreement with Newport Millennium Housing Corporation III to assure all cost overruns associated with the Campbell County Home Ownership Development Project are fully paid. Commissioner Lampe made a motion to adopt R-90-19, seconded by Commissioner Painter. All voted "Aye" and the motion passed.

Resolution R-91-19 was read by title. R-91-19 adopts a Fair Housing Resolution in connection with the Campbell County Home Ownership Development Project. Commissioner Besecker made a motion to adopt R-91-19, seconded by Commissioner Painter. All voted "Aye" and the motion passed.

Resolution R-92-19 was read by title. R-92-19 adopts a Section 3 Plan in connection with the Campbell County Home Ownership Development Project. Mr. Elrod explained that this Plan requires that to the maximum extent they do business with local companies and if there are training/employment opportunities that low to moderate income residents be given first priority by contractors. Commissioner Painter made a motion to adopt R-92-19, seconded by Commissioner Besecker. All voted “Aye” and the motion passed.

Resolution R-93-19 was read by title. R-93-19 authorizes the Judge/Executive to apply for tree planting and urban forest enhancement funds from the Campbell County Conservation District. Judge Pendery made a motion to adopt R-93-19, seconded by Commissioner Painter. All voted “Aye” and the motion passed.

Resolution R-94-19 was read by title. R-94-19 authorizes the Judge/Executive to request additional Emergency Management Performance Grant (EMPG) funding through the Kentucky Division of Emergency Management to purchase equipment for the Campbell County Office of Emergency Management (OEM). Judge Pendery made a motion to adopt R-94-19, seconded by Commissioner Lampe. Mr. Elberfeld explained that the OEM will use the funds to purchase smart boards to replace projectors and screens that are about 8-10 years old. They also plan to purchase Microsoft Surface Pro to replace 7-8 year old desktop computers. The grant deadline is September 30 and requires a 50% local match. He stated that these are leftover funds and the County may get all, part or none of the requested funds; it depends on how much money is left. All voted “Aye” and the motion passed.

A motion was requested to appoint Stanley Bickel as a seasonal Golf Attendant effective September 5, 2019 as an hourly rate of \$11.10. Motion was made by Judge Pendery, seconded by Commissioner Lampe. All voted “Aye” and the motion passed.

Judge Pendery made a motion to reappoint J C Morgan to the Northern Kentucky Community Action Commission for a three-year term effective August 1, 2019 through July 31, 2022. Commissioner Lampe seconded the motion. All voted “Aye” and the motion passed.

Judge Pendery then made a motion to appoint James Doecker II to the Campbell County Building Code Appeals Board to fill the unexpired term of James Doecker Sr. effective immediately and expiring on October 31, 2022. Commissioner Lampe seconded the motion. All voted “Aye” and the motion passed.

Commissioner Besecker advised that last week he visited the Skypoint condominium project in Newport. The Fiscal Court floated industrial revenue bonds for the project. One condominium model was open and it offers one of the best views of Cincinnati. The project is a great reuse of the property. Judge Pendery added that he attended services there when it was a nursing home and he can see how the view would be attractive for buyers.

Commissioner Painter stated that the Alexandria Fair was a great success. The Fair Board of Directors put many hours into the Fair. The fairgrounds were beautiful. He thanked the Fair Board and volunteers for making the County look good.

Judge Pendery made the following announcements:

1. The 10th annual Kentucky Dragon Boat Festival to benefit Paddling For Cancer Awareness will be held at A J Jolly Park on Saturday, September 7, 2019.
2. The 2019 Campbell County Senior Picnic will be held on Wednesday, September 25th from 11 AM to 3PM at Pendery Park. Pre-sale tickets are \$10 each and can be purchased at the Senior Center or Administration Building.

Marie Schenkel requested a motion to authorize staff to advertise for bids to replace the bridge (ELR 63) on East Alexandria Pike at the intersection of Upper Tug Fork Road. The Fiscal Court has applied for Kentucky Transportation Cabinet, Rural Secondary, 80/20 Bridge Funding for this project. Motion was made by Commissioner Lampe, seconded by Commissioner Painter. All voted “Aye” and the motion passed.

A motion was requested to authorize staff to advertise for bids to: (a) repave the main drive at Pendery Park (Williams Lane) from the railroad tracks to Route 8 and an alternate bid to add an apron at Morscher Park, (b) repave the front and back sections of the employee parking lot at 35 East 11th Street, Newport and (c) repave A J Jolly Park roads from the Ranger Station to the causeway and replace culverts on the road leading to the dam. All projects are budgeted. Motion was made by Judge Pendery, seconded by Commissioner Painter. All voted “Aye” and the motion passed.

A motion was requested to accept the following bids for resurfacing projects: (a) Eaton Asphalt Paving Inc. in the amount of \$169,330 for Rifle Range Road, (b) Mago Construction in the amount of \$69,782 for Plum Creek Road and (c) alternate mill and fill on Poplar Ridge Road in the amount of \$12,852. Motion was made by Commissioner Painter, seconded by Judge Pendery. Mr. Elberfeld confirmed that the projects should be done this fall. He stated that work on Rifle Range Road should be done soon. Eaton Asphalt is doing the bridge and they will do the road as well. All voted “Aye” and the motion passed.

A motion was requested to accept the bid of Scherzinger Drilling in the amount of \$199,529 for pier wall installation, including guard rail, on Lee’s Road. Ms. Schenkel stated that the area was damaged as a result of flooding in February and 85% of the cost should be covered by FEMA funds. Motion was made by Judge Pendery, seconded by Commissioner Lampe. Mr. Elberfeld added that the pier wall project will be done this fall. The Road Supervisor wants to complete the pier wall to stabilize the road and see how it does before repaving the road; this does not include the road resurfacing. Commissioner Besecker then asked if the road repairs will be eligible for FEMA funding. Ms. Schenkel stated that it could as long as it is included in the scope of work. All voted “Aye” and the motion passed.

A motion was requested to authorize staff to advertise for bids to repaint the common areas, walls and doorframes on the first, second and third floor of the County Administration Building. Motion was made by Judge Pendery, seconded by Commissioner Painter. All voted “Aye” and the motion passed.

Resolution R-95-19 was read by title and summary given. R-95-19 amends Chapter 4 “Purchases and Contracts” of the Administrative Code to increase the construction contract bid,

payment and performance bond requirement from \$25,000 to \$100,000. The amendment is being made stay consistent with changes made by the State during the 2019 legislative session. Judge Pendery made a motion to adopt R-95-19, seconded by Commissioner Besecker. All voted “Aye” and the motion passed.

Resolution R-96-19 was read by title and summary given. R-96-19 revises the Investment Policy of the Fiscal Court. There are no substantial changes, primarily changes in wording due to personnel changes in the Finance Department. Judge Pendery made a motion to adopt R-96-19, seconded by Commissioner Painter. All voted “Aye” and the motion passed.

Resolution R-97-19 was read by title and summary given. R-97-19 authorizes the Judge/Executive to execute an Investment Resolution authorizing the Finance Director/Treasurer, Marie M. Schenkel, to open an investment account through the Money Center of U.S. Bank National Association and invest funds of the Campbell County Fiscal Court through the ICS® Service. Ms. Schenkel explained that the Investment Policy authorizes her to invest County funds. The Investment Resolution authorizes her to open accounts. They are trying to make more money on the County’s reserves. Commissioner Lampe made a motion to adopt R-97-19, seconded by Judge Pendery. Commissioner Painter asked if the ICS account is opened, would it limit the County from having other investment accounts. Ms. Schenkel replied that it would not. All voted “Aye” and the motion passed.

A motion was requested to approve interfund transfers dated August 29, 2019. Motion was made by Commissioner Painter, seconded by Commissioner Lampe. All voted “AYE” and the motion passed.

Ms. Schenkel then requested a motion to approve the claims dated September 4, 2019. 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 Besecker. 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 Besecker. All voted “AYE” and the meeting adjourned at 7:55 p.m.

Attachments:

Resolution R-87-19	Acknowledge Receipt of State Clearinghouse Comments
Resolution R-88-19	Adopt Residential Anti-Displacement/Relocation Plan
Resolution R-89-19	Adopt Procurement Code
Resolution R-90-19	Commit to Enforce Development Agreement Terms
Resolution R-91-19	Adopt Fair Housing Resolution
Resolution R-92-19	Adopt Section 3 Plan for Use of CDBG Funds
Resolution R-93-19	Application for Tree Planting Grant
Resolution R-94-19	Application for Emergency Management Performance Grant
Resolution R-95-19	Amend Administrative Code “Purchases and Contracts”
Resolution R-96-19	Revise Fiscal Court Investment Policy
Resolution R-97-19	Authorize Investment Resolution

Interfund Transfers dated August 29, 2019
Claims dated September 4, 2019

Approved:

STEVE PENDERY
Judge/Executive

Attest:

Paula K. Spicer, Fiscal Court Clerk