

**CAMPBELL COUNTY FISCAL COURT
MINUTES**

OCTOBER 5, 2016

A regular meeting of the Campbell County Fiscal Court was held on Wednesday, October 5, 2016, 7:00 p.m. at the Campbell County Courthouse located at 8352 East Main Street, Alexandria, Kentucky.

COUNTY JUDGE/EXECUTIVE
STEVE PENDERY

COUNTY COMMISSIONERS
CHARLIE COLEMAN
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
Colonel Craig Sorrell	Campbell County Police Department
Frank Spataro	Human Resources Director
Seth Cutter	Economic Development Officer

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 September 21, 2016 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 called on individuals who had signed up to address the Fiscal Court.

Dennis Kramer declined to speak, stating that he preferred to talk after the meeting.

Mike Enzweiler thanked Commissioner Coleman for his efforts in getting the bridge replaced near his property. He has been trying to get this done for 17 years. It was primarily a safety factor; the road gets traffic day and night, including school buses, and the area flooded 5-6 times per year. He pointed out that no flooding occurred on Upper Tug Fork during recent heavy rains that caused flooding in Bellevue and Newport. Mr. Enzweiler stated that Commissioner

Coleman took the initiative to get the project started and to see it through to the end. Mr. Enzweiler further stated that the quality of the sound of the meetings shown on cable TV was poor and he thanked Mr. Elberfeld for responding to him about that. It was better for a short while but has declined. Commissioner Coleman thanked Mr. Enzweiler and thanked Mr. Elberfeld for taking the initiative to get funding for this project; it was a team effort and he wants to give Mr. Elberfeld credit.

There being no old business, Paula Spicer presented new business with a first reading of Ordinance O-17-16 by title and summary. O-17-16 enacts and adopts the 2016 S-33 Supplement to the Code of Ordinances of Campbell County, Kentucky to include ordinances adopted from January 1, 2016 through June 30, 2016. No vote was taken on the first reading of this ordinance.

Ordinance O-16-16 was read by title and summary given. O-16-16 approves the execution of a Local Participation Agreement relating to the establishment and implementation of a development area Tax Increment Financing (TIF) district known as the Bellevue Improvements District Development Area within the City of Bellevue, Kentucky. Jim Parsons, Keating Muething and Klekamp, stated that he has been engaged by the City of Bellevue to prepare its development area TIF district. The City has already had a first reading on its ordinance creating the TIF district and has held a public hearing. He advised that the County has participated with several cities when the cities created TIF districts. This ordinance and process are identical to the area-wide TIF's created in Newport and Highland Heights. Bellevue's TIF focuses on the redevelopment of the Donnermeyer Drive area, Riviera Drive area and other areas in the City that are suitable for redevelopment. Mr. Parsons advised that the County also participates in project specific TIFs – Manhattan Harbour and Ovation. He explained that a TIF district does not create restrictions on property or change the way the property is taxed. It is a mechanism under State law that allows a city or county to designate an area suitable for redevelopment and utilize the increase in taxes over time to promote the redevelopment of that area. Pursuant to the Agreement, the City's pledge of its tax revenue (80%) is higher than the County's pledge. Mr. Parsons stated that other taxing districts, except for school and fire districts, can pledge their revenues. Mr. Parsons answered questions from the Fiscal Court. Commissioner Lampe thanked Seth Cutter and Jody Robinson for meeting with him to explain the benefits of the TIF. Mr. Parsons recognized Ms. Robinson who was present. Commissioner Coleman asked if there were any objections from the Bellevue Council. Mr. Parsons stated that there were two "No" votes at Bellevue's meeting. No vote was taken on the first reading of this ordinance.

Ordinance O-15-16 was read by title and summary given. O-15-16 establishes a Property Assessment and Reassessment Moratorium Program as Section 34.65 of the Campbell County, Kentucky Code of Ordinances. Seth Cutter stated that several Campbell County cities use an Assessment Moratorium Program since it was approved by the State in the early 1980's. The Fiscal Court proposes to use the program for commercial redevelopment of property in the County. He explained that a project to improve a commercial structure that is at least 25 years old, would be eligible for consideration to freeze the County's share of the new assessed valuation of the property after the improvements were made for up to five years. The County is not really losing money on the current assessed valuation, it is only foregoing the new improved value for five years. Only commercial property is eligible for the program. Mr. Cutter gave an

example of how the program works. The program does not affect any other taxing districts. No vote was taken on the first reading of this ordinance.

Ordinance O-14-16 was read by title and summary given. O-14-16 amends Chapter 73 “Traffic Schedules” of the Campbell County Code of Ordinances to add stop signs on Mallard Drive and Wigeon Drive and on Barrs Branch at Flagg Springs Pike (KY 10). No vote was taken on the first reading of this ordinance.

Resolution R-92-16 was read by title and summary given. R-92-16 authorizes the Judge/Executive to execute an Affiliation Agreement with the Northern Kentucky Technical Rescue Team for rescue services. The agreement will be in effect through December 31, 2017. Commissioner Painter made a motion to adopt R-92-16, seconded by Commissioner Lampe. All voted “AYE” and the motion passed.

Resolution R-95-16 was read by title and summary given. R-95-16 authorizes the Judge/Executive to enter into a contract with the Commonwealth of Kentucky to accept Emergency Management Performance Grant funds to support operation of the Campbell County Office of Emergency Management. Commissioner Painter made a motion to adopt R-95-16, seconded by Commissioner Lampe. All voted “AYE” and the motion passed.

A motion was requested to proclaim October 20, 2016 as The Great Kentucky ShakeOut Day in Campbell County, Kentucky. Motion was made by Painter, seconded by Commissioner Lampe. All voted “AYE” and the motion passed.

A motion was requested to accept the resignation of Amy Neeb, Human Resources Specialist effective October 5, 2016. Motion was made by Judge Pendery, seconded by Commissioner Lampe. All voted “AYE” and the motion passed.

A motion was requested to authorize staff to advertise, accept applications and interview to fill the Human Resources Specialist position. Motion was made by Judge Pendery, seconded by Commissioner Painter. All voted “AYE” and the motion passed.

A motion was requested to appoint Suzi Brown as a full-time Animal Technician at the Animal Shelter effective October 6, 2016 with compensation set at pay grade 8, \$13.32 per hour or \$27,706 annually (total benefit cost of \$12,795). Motion was made by Judge Pendery, seconded by Commissioner Lampe. All voted “AYE” and the motion passed.

A motion was requested to authorize staff to advertise, accept applications and interview to fill the two vacant part-time Kennel Technician positions. Judge Pendery explained that there are two openings in this position due to the promotion of Suzi Brown from part-time to full-time Animal Technician and a vacancy that has not been filled since May. In an effort to control expenses, the Animal Shelter was asked to try to do without the position. However, the Shelter has taken on more work and the position needs to be filled. He stated that Campbell County’s Animal Shelter is still staffed at less than half the level of Boone and Kenton Counties. Motion was made by Judge Pendery, seconded by Commissioner Painter. All voted “AYE” and the motion passed. Lisa Bowman, Animal Shelter Director, thanked the Fiscal Court for approving

filling the positions. Commissioner Coleman stated that he is asked many times by people about euthanizing animals. Ms. Bowman stated that the Shelter does not use euthanasia as much as it used to. She stated that 10 cats were trapped, neutered and released (TNR) today. The goal is zero percent euthanasia. Only animals that are severely ill or vicious toward humans will be euthanized.

Commissioner Coleman stated that both of his questions were answered before the meeting. One of them was concerning Dennis Kramer which Judge Pendery addressed before. He further stated that he met with Doug Pelfrey last week and Kim Serra addressed that and they have moved forward on that in some respect; it has to do with housing.

Commissioner Painter stated that he attended a Government Forum earlier in the day featuring Nathan Haney, Deputy Secretary of the Executive Cabinet for Governor Bevin, regarding the Governor's Red-Tape Reduction Initiative. In his presentation, Mr. Haney stated that there are about 4,700 regulations pertaining to business and small business, 129,000 restrictions are an offshoot of those regulations. Many of these regulations have not been updated since the 1970's so an initiative was formed to go through as many regulations and they can through 2020. They will try to update and enable business as much as possible while staying within the original intent of the law. This is an opportunity for Campbell County small businesses who believe that they've been working under a State restriction or regulation that has been costing them money, to speak up. He invited persons to contact any member of the Fiscal Court or the County Attorney and they will get the comments to the correct person in the Governor's office. He gave an example of a costly regulation involving the Toyota plant in Georgetown. Commissioner Painter added that Mr. Haney also talked about boxing rules in Kentucky that are being revamped to enable Kentucky to host MMA, boxing and WWE-type events. He stated that Governor Bevin is trying to make Kentucky a business-friendly state.

Judge Pendery announced that the Campbell County Fiscal Court/Mayors meeting will be held on October 25, 2016 at 6:00pm at the Alexandria Community Center, 8236 West Main Street, Alexandria.

Judge Pendery announced that the Campbell County Fall Clean Up will be held on October 21 and 22, 2016 from 8am to 5pm at three locations: Campbell County Transportation Center, Pendery Park and the Campbell County Police Station.

Judge Pendery announced that the Spooktacular Halloween Event will be held at A J Jolly Park on October 22, 2016 from 2pm to 5pm. Costumes are encouraged! A suggested donation is \$5 per vehicle.

Judge Pendery announced that the Friends of Evergreen Cemetery will hold a "Spruce Up Evergreen" event on October 22, 2016 from 12:30 to 3:30pm, rain or shine, at the Cemetery, 25 Alexandria Pike, Southgate. The public is invited to help with general cleanup and beautification efforts at the Cemetery.

Marie Schenkel presented Resolution R-96-16 declaring certain County-owned personal property as surplus and authorizing the County Finance Director to sell or otherwise dispose of such

property. Commissioner Painter made a motion to adopt R-96-16, seconded by Commissioner Lampe. Ms. Schenkel read the list of property to be declared as surplus. Judge Pendery complimented Mike Braun for getting the surplus property listed for sale on GovDeals.com which has generated more money than traditional advertising and bidding process. All voted "AYE" and the motion passed.

A motion was requested to authorize staff to advertise for bids to replace concrete curbs and gutters in Parkside Subdivision. Judge Pendery advised that the streets in Parkside Subdivision are scheduled to be resurfaced in the spring, but the curbs and gutters should be replaced before that work begins. County employees will do some work, but staff wants to get prices on work that they are not capable of doing. 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 for the installation of a storm water system on Stoneybrook Court. Ms. Schenkel explained that this is a 50/50 cost share project with Sanitation District No.1 (SD1). Commissioner Coleman stated that this is the same program used to fund the project that Mr. Enzwieler talked about. It seems to him that SD1 should pay for the entire project since they're in charge of storm water. Ms. Schenkel stated that the estimated cost of the project is about \$42,000. Mr. Elberfeld stated this falls under the interlocal agreement that created the storm water management program in the early 2000's when most municipalities transferred their storm water assets to SD1. Upon completion of the project, the assets will transfer to SD1 and become its responsibility for maintenance. Motion was made by Judge Pendery, seconded by Commissioner Painter. All voted "AYE" and the motion passed.

Ms. Schenkel requested that Resolution R-93-16 which authorized a lease agreement for a copier be tabled while Steve Penrod, IT Director, does additional review in order to save more money.

Resolution R-94-16 was read by title and summary given. R-94-16 amends Chapter 4 "Purchases and Contracts" of the County's Administrative Code to align the County's procurement policy with the Kentucky Model Procurement Code. Ms. Schenkel explained the three main proposed changes. (1) The dollar limit for which a purchase requisition is required is raised from \$500 to \$1,000 or more, this should be adjusted annually for the CPI, and is consistent with the KRS and Finance and Administration Cabinet policies and procedures. There are internal controls in place for purchases under this amount. (2) Advertisements for sealed bids shall be posted on the internet. (3) Specific procedures for processing purchase orders. The section will now refer to the County's purchasing policies to accommodate periodic changes in technology. Judge Pendery made a motion to adopt R-94-16, seconded by Commissioner Painter. Commissioner Coleman asked about conflicts of interest and the definition of immediate family at section 473. Mr. Elberfeld stated that the Ethics Code has a different definition of immediate family. It would be the decision of the Fiscal Court whether they want to amend either ordinance to bring the definitions in line. Commissioner Coleman suggested that both definitions be the same. Judge Pendery pointed out that the definition in the Administration Code is more restrictive. All voted "AYE" and the motion passed.

Ms. Schenkel requested a motion to approve budget transfers for October 5, 2016. The transfers move funds between accounts and do not increase the net budget. Motion was made by Commissioner Coleman, seconded by Judge Pendery. All voted “AYE” and the motion passed.

Ms. Schenkel then requested a motion to approve the claims as presented for October 5, 2016. County Attorney Steve Franzen stated that he has reviewed the claims and determined that they all appear appropriate. Motion was made by Commissioner Painter, seconded by Commissioner Lampe. In response to Commissioner Coleman’s questions, Kim Serra explained that Survey Monkey is an on-line survey tool that staff has been using a lot in the last few months for surveys about the park, supervisor evaluations, an angler survey for KY Fish and Wildlife and an employment engagement survey. Ms. Serra then explained that the A J Jolly Community Development Council will pay for half of the cost of the 6 bikes, 10 helmets, two bike racks and chains/locks purchased for rental at the park. 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 Lampe. All voted “AYE” and the meeting adjourned at 8:07 p.m.

Attachments:

Ordinance O-17-16	Adopt Code Supplement
Ordinance O-16-16	Authorize Local Participation Agreement
Ordinance O-15-16	Establish Property Assessment Moratorium Program
Ordinance O-14-16	Amend Traffic Schedules Regarding Stop Signs
Resolution R-92-16	Agreement with NKY Technical Rescue Team
Resolution R-95-16	Contract for Emergency Management Performance Grant Funds
Resolution R-96-16	Disposal of Surplus Property
Resolution R-94-16	Amend County Administrative Code Regarding Purchases
Budget Transfers	October 5, 2016
Claims	October 5, 2016

Approved:

STEVE PENDERY
Judge/Executive

Attest:

Paula K. Spicer, Fiscal Court Clerk