

**CAMPBELL COUNTY, KENTUCKY FISCAL COURT  
MINUTES**

**September 6, 2023**

The Campbell County Fiscal Court held a regular meeting on Wednesday, September 6, 2023, at 9:00 AM, at the Campbell County Courthouse, 8352 East Main Street, Alexandria, Kentucky. Campbell Media recorded the regular meeting and broadcasted it on the Campbell Media website.

**Present:**

County 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, Janie Patterson  
Finance Director/Treasurer, Laura Lewis  
Assistant County Administrator, Kim Serra  
Police Chief, Craig Sorrell

**Regular Meeting**

Judge/Executive, Steve Pendery called the meeting to order at 9:00 AM.

Judge/Executive, Steve Pendery asked for a moment of silence followed by the Pledge of Allegiance.

**Roll Call**

Following the roll call, a quorum was declared present.

**Minutes**

Judge/Executive, Steve Pendery requested a motion to approve the minutes from the Special Fiscal Court Mayors Meeting on August 8, 2023 and the Regular Fiscal Court Meeting on August 16, 2023.

Motion was made to approve the minutes from the Special Fiscal Court Mayors Meeting on August 8, 2023, and the Regular Fiscal Court Meeting on August 16, 2023 by Commissioner Brian Painter, seconded by Commissioner Geoff Besecker. All voted "Aye" and the motion passed.

## Guests

### ***Campbell County Police Department***

Judge/Executive, Steve Pendery read the Oath of Office and swore in Police Officer Paul Wagner.

Police Chief, Craig Sorrel commented that Paul Wagner had just finished the Police Academy, and explained it takes more than a year from the time of hire to the time until a police officer is on the road.

Judge/Executive, Steve Pendery read the Oath of Office and swore in Police Officer Jacob Daley, promoting him to the position of Sergeant in the Campbell County Police Department.

Judge/Executive, Steve Pendery read the Oath of Office and swore in Sergeant Christopher Lauer, promoting him to the position of Captain in the Campbell County Police Department.

Judge/Executive, Steve Pendery commented that we have a high-quality group of men and woman, and those who are promoted look after the people in our community and the Campbell County Police Department.

### ***Campbell County Public Library Director, JC Morgan***

Campbell County Public Library Director, JC Morgan presented the annual "State of the Library." He stated the circulation is 75% where it was pre-pandemic, and there has been a hit on the library's DVD collection. However, more people have started using e-materials, but the physical book is still the main thing the library circulates. Programs offered by the library and attendance are way up. The library offered almost 3,000 events and close to 80,000 people attended. The book bus, which gives away free books, was launched in 2022 and has been a huge success. The library does outreach and training programs in daycares, for individuals who are homebound, senior centers, and the Dolly Parton's Imagination Library, which every month mails a free age-appropriate book to enrolled children starting at newborn to age five. The goal is to have 70 percent of the children in the community signed up to participate in this free program. The Alexandria Branch Library continues to do well and is now open seven days a week. The community donation event "Drop your Drawers" will start in September. He gave a book recommendation of "Stranger in the Woods" by Michael Finkel.

County Attorney, Steve Franzen said the library is doing a great job and offers great programs, and he and his family participate and are very appreciative.

## **Recognition of Citizens/Public Officials**

Judge/Executive, Steve Pendery asked if there was anyone who would like to address the court.

Campbell County resident, Jerry Neltner addressed the court. He asked if more Trash Clean-Up events could be offered. Assistant County Administrator, Kim Serra responded there are currently two cleanup events budgeted. There is also one annual hazardous waste collection event offered in the fall for Campbell, Boone, and Kenton County residents. She notified Mr. Neltner that he could contact our County Solid

Waste Coordinator, Megan Clere or visit the Campbell County website to learn of other events offered throughout the year.

### **Old Business**

County Administrator, Matt Elberfeld presented old business.

#### ***Ordinance O-11-23, Second Reading***

County Administrator, Matt Elberfeld read the title for the second reading of Ordinance O-11-23, “An Ordinance of the Campbell County Fiscal Court, County of Campbell, Kentucky, amending Ordinances nos. O-05-23, O-06-23, and O-07-23, imposing regulations and license taxes (fees) on those engaged in franchises, trades, occupations, professions, and other businesses in Campbell County.” The first reading occurred at the Regular Fiscal Court Meeting on August 16, 2023.”

Motion was made to adopt Ordinance O-11-23 by Commissioner Geoff Besecker, seconded by Commissioner Tom Lampe. All voted “Aye” and Ordinance O-11-23 passed.

### **New Business**

County Administrator, Matt Elberfeld presented new business.

#### ***First Reading: Ordinance O-12-23***

County Administrator, Matt Elberfeld read the title for the first reading of Ordinance O-12-23, “An Ordinance of the Campbell County Fiscal Court amending the Planning, and Zoning, and Building Inspection Fee Schedule to include fees for HVAC service violations at the request of the Kentucky Department of Housing, Buildings, and Construction.”

There will be a request for a motion to adopt Ordinance O-12-23 after the second reading.

### **Personnel**

#### ***Resolution R-72-23***

County Administrator, Matt Elberfeld read the title of Resolution R-72-23, “A Resolution of the Campbell County Fiscal Court authorizing a change in status to the Assistant Golf Course Superintendent position from seasonal to full-time and authorizing a pay adjustment for the incumbent and further authorizing corresponding amendments to the Administrative Code effective October 22, 2023.”

Motion was made to adopt Resolution R-72-23 by Judge/Executive Steve Pendery, seconded by Commissioner Geoff Besecker. All voted “Aye” and Ordinance R-72-23 passed.

#### ***Executive Order***

County Administrator, Matt Elberfeld read a motion requesting to promote Police Sergeant Christopher Lauer to the position of Captain in the Campbell County Police Department effective September 7, 2023.

Motion was made by Judge/Executive, Steve Pendery, seconded by Commissioner Tom Lampe. All voted “Aye” and the motion passed.

#### ***Executive Order***

County Administrator, Matt Elberfeld read a motion requesting to promote Police Officer Jacob Daley to the position of Sergeant in the Campbell County Police Department effective September 7, 2023.

Motion was made by Judge/Executive, Steve Pendery, seconded by Commissioner Tom Lampe. All voted “Aye” and the motion passed.

#### **Board Appointments**

#### ***Executive Order***

County Administrator, Matt Elberfeld read a motion requesting to appoint Daniel Hildebrand to the Central Campbell Fire District Board of Directors as a firefighter member for a term effective September 12, 2023 through June 30, 2026.

Motion was made by Judge/Executive, Steve Pendery, seconded by Commissioner Tom Lampe. All voted “Aye” and the motion passed.

#### **County Commissioners’ Reports**

- **Commissioner Geoff Besecker** reported on big community events that he attended over Labor Day weekend. He stated the Alexandria Fair and Horse Show went off without a hitch. He said the crowd was great and the events were awesome, and he thanked the Fair Board who organized the event.

He said he went to see the Kentucky Symphony Orchestra in Fort Thomas, and they played popular theme songs from 60’s and 70’s TV shows and cartoon favorites. He said it was an awesome crowd and encouraged people to attend a Kentucky Symphony Orchestra performance. He said over the winter season they will be moving their shows indoors to the Greaves Concert Hall at Northern Kentucky University. He thanked the community partners who make Campbell County a great place to live.

- **Commissioner Tom Lampe** highlighted several events that happened since the previous Fiscal Court Meeting. He stated on August 24<sup>th</sup> there was a ribbon cutting at the Ovation Office Complex welcoming the logistics firm, Mega Corp as an anchor tenant to the Ovation Project. Commissioner Lampe said the Ovation Project continues to thrive, and the office facility is state of the art and is now over 60 percent leased. Mega Corp occupies two floors, and St. Elizabeth Physicians occupies the third floor. The City of Newport is one of our economic development areas and continues to thrive, and we welcome Mega Corp and St. Elizabeth.

He also thanked Transitions Inc, for hosting the event Overdose Awareness Day, on the Purple People Bridge, on Thursday, August 31<sup>st</sup>. He said he was fortunate to represent the County along with a panel who included Cincinnati Mayor Pureval, Hamilton County Commissioner Driehaus, and Kenton

County Judge/Executive, Kris Knochelmann. He noted September is National Recovery month, and the message is the awareness of the help that is out there, and the hope that these facilities offer.

Sunday night on September 3<sup>rd</sup>, South Bank Partners hosted Boom on the Bridge, on the Purple People Bridge Purple. The event is a fundraiser to help repaint the bridge purple, and there is not a better place to watch the WEBN Fireworks. He stated there is a lot of security and it's a fun safe place to enjoy and watch the event.

- **Commissioner Brian Painter** gave an update on the 60<sup>th</sup> Anniversary of AJ Jolly Park, Festival on the Lake Event. He estimated there were over 3,000 people on site and that it was the largest attended event since the 50<sup>th</sup> Anniversary. He stated it was profitable for the County, and the vendors remarked how wonderful it was, because they sold so much food. He said the weather cooperated and there was a lot more advertising this year. He recognized and thanked the Community Development Council, the Campbell County Staff who worked hard to organize the event, all the vendors who participated, and Campbell Media who did an advertising video.

### **Judge/Executive Report**

Judge/Executive, Steve Pendery announced the 56<sup>th</sup> Annual Campbell County Senior Citizens' Picnic will be on Wednesday, September 27, at Pendery Park, from 11:00 AM to 3:00 PM. He stated pre-sale tickets are available for \$10 at the County Administration Building in Newport or the County Senior & Wellness Center in Highland Heights. The picnic theme is "Fall Fun at Pendery Park," and participants are encouraged to dress in their best fall-themed attire.

### **Finance Director/Treasurer Report**

Finance Director/Treasurer, Laura Lewis presented the Finance/Director Treasurer's Report.

#### ***Resolution R-73-23***

Finance Director/Treasurer, Laura Lewis read the title of Resolution R-73-23, "A Resolution of the Campbell County Fiscal Court authorizing the Judge/Executive to execute a contract with the Kentucky Transportation Cabinet, Office of Highway Safety for FY 24 Highway Safety Grant funds for the Campbell County Police Department."

Motion was made to adopt Resolution R-73-23 by Commissioner Tom Lampe, seconded by Commissioner Geoff Besecker. All voted "Aye" and Ordinance R-73-23 passed.

#### ***Resolution R-74-23***

Finance Director/Treasurer, Laura Lewis read the title of Resolution R-74-23, "Adoption of a Resolution of the Campbell County Fiscal Court authorizing the filing of Kentucky House Bill (HB) 1 Jail Arraignment Software Grant Application for up to \$3,384,106.00 in HB 1 Project Funds with the Department for Local Government (DLG); Authorizing and directing the Campbell County Judge/Executive to execute any documents which are deemed necessary by DLG to carry out this project; and authorizing the Judge/Executive to act as the authorized correspondent for this project."

Motion was made to adopt Resolution R-74-23 by Commissioner Geoff Besecker, seconded by Commissioner Tom Lampe. All voted “Aye” and Ordinance R-74-23 passed.

***First Reading: Ordinance O-13-23***

Finance Director/Treasurer, Laura Lewis read the title for the first reading of Ordinance O-13-23, “An Ordinance of the Campbell County Fiscal Court relating to the 2023 -2024 annual budget and amendments thereof.” She stated the annual budget for FY 2024 is amended to increase the receipts of the Jail Fund by \$3,384,086 to include unbudgeted receipts related to HB1 funding from the state for a video arraignment software project. The expenditure accounts of the Jail Fund will also increase by \$3,384,086.

There will be a request for a motion to adopt Ordinance O-13-23 after the second reading.

***Motion***

Finance Director/Treasurer, Laura Lewis read a motion requesting to renew contracts for snow removal for FY24 with Professional Lawn Care (North County) and Jackpots LLC (South County). She stated there is not a cost increase.

Motion was made by Commissioner Geoff Besecker, seconded by Commissioner Tom Lampe. All voted “Aye” and the motion passed.

***Motion***

Finance Director/Treasurer, Laura Lewis read a motion requesting to authorize staff to release a request for bids to construct a turn-key playground at Pendery Park located at 4110 Williams Lane, Melbourne, KY to replace the existing 30-year-old playset with an ADA Accessible and Inclusive Playground.

Motion was made by Commissioner Geoff Besecker, seconded by Commissioner Tom Lampe. All voted “Aye” and the motion passed.

***Motion***

Finance Director/Treasurer, Laura Lewis read a motion requesting to authorize the Judge/Executive to apply for and execute a cybersecurity grant with KY Department of Homeland Security. The IT Director has identified testing that needs to be performed to assess risks for critical County technology infrastructure. She stated the cost in aggregate for a four-year period has been quoted at \$68,000. This is a reimbursement grant with 80% state and 20% local match requirement. Estimated local contribution is \$13,600 dependent on the grant award and final cost of the proposed testing. The grant application window will close on September 15, 2023 and the award period of performance is expected to be 18 months.

Motion was made by Judge/Executive Steve Pendery, seconded by Commissioner Brian Painter. All voted “Aye” and the motion passed.

***Motion***

Finance Director/Treasurer, Laura Lewis read a motion requesting to authorize staff to purchase a Golf Course Utility Vehicle. The John Deere 2020A Pro Gator from Beard Equipment in the amount of \$51,318.43 is recommended for fleet compatibility. She stated, this purchase will assist staff in the hauling

of brush, soil, stone and everyday material on the course, and uses compatible parts and attachments to those that are already in the fleet. The build time is quoted as 12 to 14 months.

Motion was made by Commissioner Tom Lampe, seconded by Judge/Executive Steve Pendery. All voted “Aye” and the motion passed.

### ***Motion***

Finance Director/Treasurer, Laura Lewis read a motion requesting permission to purchase (2) Ford Explorers with All Wheel Drive and increased ground clearance for P&Z Building Inspectors. She stated the Explorers will replace (2) Ford Escapes that are over 8 years old with high mileage and suspension wear and tear due to use on construction sites. The lead time on the new vehicles is 11 to 14 months from the state master contract. Due to the need for capable vehicles for P&Z, staff hopes to place the order in time to purchase out of the low stock remaining in the state contract inventory. The purchase is estimated to cost \$85,000 and was included in the FY 2024 budget.

Motion was made by Commissioner Geoff Besecker, seconded by Commissioner Brian Painter. All voted “Aye” and the motion passed.

### ***Interfund Transfers***

Finance Director/Treasurer, Laura Lewis requested a motion to approve Interfund Transfers dated August 31, 2023.

Motion was made by Commissioner Brian Painter, seconded by Commissioner Geoff Besecker. All voted “Aye” and the motion passed.

### ***Budget Transfers***

Finance Director/Treasurer, Laura Lewis requested a motion to approve budget transfers dated August 31, 2023.

Motion was made by Commissioner Geoff Besecker, seconded by Commissioner Brian Painter. All voted “Aye” and the motion passed.

### ***Claims & Claims Paid per Standing Order and Benefits Claims***

Finance Director/Treasurer, Laura Lewis requested a motion to approve the Claims and Claims Paid per Standing Order dated:

- August 23, 2023
- August 30, 2023
- September 6, 2023
- September 1, 2023 (Benefits Claims)

County Attorney, Steve Franzen commented that he had reviewed the Claims, and had determined that everything appeared appropriate.

Motion was made to approve the claims by Commissioner Brian Painter, seconded by Commissioner Geoff Besecker.

Commissioner Tom Lampe agreed with payment of the claims however, recused himself from approving any claims related to employee benefits due to his employer's relationship with those companies.

All voted "Aye" and the motion passed.

### **Adjournment**

### **Additional Comments**

Police Chief, Craig Sorrell commented that everyone should be on their best driving behavior, because the Campbell County Police Department will be initiating traffic enforcement in the upcoming weeks. He stated they also notified the public on their Police Facebook Page.

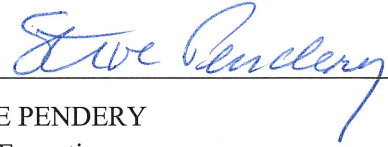
There being no further business to come before the Fiscal Court, Commissioner Geoff Besecker made a motion to adjourn the meeting; Commissioner Tom Lampe offered a second to the motion. All voted "Aye" and the meeting adjourned at 10:00 AM.

### **Attachments**

- Ordinance O-11-23 Second Reading: Amending Net Profits Tax
- Resolution R-72-23 Full-Time Assistant Golf Course Superintendent
- Resolution R-73-23 KYTC Police Department Safety Grant Funds
- Resolution R-74-23 HB1 Jail Arraignment Grant Campbell County FY 23-24
- Interfund Transfers: August 31, 2023
- Budget Transfers: August 31, 2023
- Claims & Claims Paid per Standing Order:
  - August 23, 2023
  - August 30, 2023
  - September 6, 2023
  - September 1, 2023 (Benefits Claims)




Approved:



STEVE PENDERY  
Judge/Executive

Attest:



JANIE PATTERSON  
Fiscal Court Clerk