

**CAMPBELL COUNTY, KENTUCKY FISCAL COURT
MINUTES**

January 17, 2024

The Campbell County Fiscal Court held a regular meeting on Wednesday, January 17, 2024, at 5:30 PM, at the Campbell County Administration Building, 1098 Monmouth Street, Newport, 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
Finance Director/Treasurer, Laura Lewis
Assistant County Administrator, Kim Serra
Police Chief, Craig Sorrell

Absent:

Fiscal Court Clerk, Janie Patterson

Regular Meeting

Judge/Executive, Steve Pendery called the meeting to order at 5:30 PM.

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 Regular Fiscal Court Meeting on January 3, 2024.

Motion was made to approve the minutes from the Regular Fiscal Court Meeting on January 3, 2024 by Commissioner Geoff Besecker, seconded by Commissioner Tom Lampe. All voted "Aye" and the motion passed.

Old Business

County Administrator, Matt Elberfeld presented old business.

O-01-24: Second Reading

County Administrator, Matt Elberfeld read the title summary for the second reading of Ordinance O-01-24, “An Ordinance amending the text of the official zoning ordinance for unincorporated Campbell County, KY to add accessory dwelling units on large lots.”

Director of Planning and Zoning, Cindy Minter was available if there were any additional questions that needed to be answered.

Motion was made to adopt Ordinance O-01-24 by Commissioner Tom Lampe, seconded by Commissioner Brian Painter. All voted “Aye” and Ordinance O-01-24 passed.

Guests

Donald Scheid from Campbell County High School & Chris Davis from Bishop Brossart High School

Judge/Executive, Steve Pendery presented Donald Scheid from Campbell County High School and Chris Davis from Bishop Brossart High School with a Citation which recognized them for their work on the Crosstown Foodout which benefits the CARE Mission. Judge Pendery said the Fiscal Court takes pride in congratulating both gentleman and holding them up as an example to the community.

Recognition of Citizens/Public Officials

Campbell County resident Tom Guidugli thanked the Fiscal Court for their consideration to pass the CDBG Grant.

Commissioner Brian Painter asked to verify that there will be eight units made habitable for private home ownership and Tom Guidugli confirmed yes.

R-05-24

County Administrator, Matt Elberfeld read the title summary of Resolution R-05-24, “A Resolution of the Campbell County Fiscal Court authorizing Judge/Executive, Steve Pendery to execute and file a Community Development Block Grant (CDBG) application with the Kentucky Department for Local Government (DLG) requesting a grant award of up to \$1,000,000 in CDBG funds for a Campbell County home ownership development project.”

Motion was made to adopt Resolution R-05-24 by Commissioner Brian Painter, seconded by Commissioner Tom Lampe. All voted “Aye” and Resolution R-05-24 passed.

Campbell County resident Matt Lehman introduced himself and thanked Judge Pendery and the Fiscal Court. He said he is running for the Democratic Party for District 67 Representative.

New Business

County Administrator, Matt Elberfeld presented new business.

Personnel

Motion

County Administrator, Matt Elberfeld read a motion to accept the resignation of full-time Administrative Assistant – Planning & Zoning, Kaytlin Lake, effective January 4, 2024.

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

Motion

County Administrator, Matt Elberfeld read a motion to authorize staff to advertise, interview and make a hiring recommendation for a full-time Administrative Assistant – Planning & Zoning to fill the vacancy created by the resignation of Kaytlin Lake.

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 to appoint Dennis Bach as a seasonal employee for the 2024 Facilities Maintenance, Parks and Golf Season, for the position of Parks and Recreation Maintenance Worker, effective January 18, 2024.

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

County Commissioners’ Reports

Commissioner Geoff Besecker thanked Donald Scheid and Chris Davis for their community involvement and being a prime example of what it is to be good residents.

Judge Executive Report

Judge/Executive, Steve Pendery announced organizations that are interested in receiving Campbell County Payroll Tax Funds to service citizens in the areas of Mental Health, Intellectual Disabilities, or Aging Services must download, complete, and email the FY2025 MH/ID/AG Tax Fund Application, available on the Campbell County website, no later than 4:00 PM on Wednesday, January 31, 2024.

Finance Director/Treasurer Report

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

Motion

Finance Director/Treasurer, Laura Lewis read a motion requesting permission to seek bids for cat towers for Campbell County Animal Services. Mrs. Lewis stated the estimated cost is \$45,000 which makes it necessary to issue an invitation to bid, and this project is included in the FY24 budget.

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

Motion

Finance Director/Treasurer, Laura Lewis read a motion to acknowledge for the record that the 2024 bond renewals are in place for the County Judge/Executive and the County Sheriff.

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

Motion

Finance Director/Treasurer, Laura Lewis read a motion to acknowledge for the record that the 2024 bond renewals are in place for the other elected and appointed county officials and employees of Campbell County.

Motion was made by Judge/Executive, Steve Pendery seconded by Commissioner Geoff Besecker. 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:

- January 10, 2024
- January 17, 2024

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 Tom Lampe. All voted “Aye” and the motion passed.

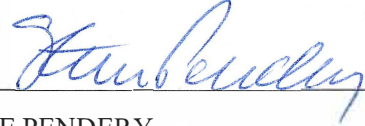
Adjournment

There being no further business to come before the Fiscal Court, Commissioner Geoff Besecker made a motion to adjourn the meeting; Commissioner Brian Painter offered a second to the motion. All voted “Aye” and the meeting adjourned at 5:55 PM.

Attachments

- O-01-24: Text Amendment, Add Accessory Dwelling Units on Large Lots
- R-05-24: CDBG Grant Application
- Claims & Claims Paid per Standing Order:
 - January 10, 2024
 - January 17, 2024

Approved:



STEVE PENDERY
Judge/Executive

Attest:



JANIE PATTERSON
Fiscal Court Clerk