

**CAMPBELL COUNTY, KENTUCKY FISCAL COURT
MINUTES**

February 7, 2024

The Campbell County Fiscal Court held a regular meeting on Wednesday, February 7, 2024, 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 Captain, Thomas Nitschke

Absent:

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 Regular Fiscal Court Meeting on January 17, 2024 and the minutes from the Special Mayor's Meeting on January 22, 2024.

Motion was made to approve the minutes from the Regular Fiscal Court Meeting on January 17, 2024 and the minutes from the Special Mayor's Meeting on January 22, 2024 by Commissioner Geoff Besecker, seconded by Commissioner Tom Lampe. All voted "Aye" and the motion passed.

Guests

Mike Braun, Facilities and Fleet Director

Mike Braun, Facilities and Fleet Director presented the 2023 Facilities and Fleet Department's Annual Report.

There are 8 full-time employees, and 8 seasonal employees in the department. The 8 seasonal employees were responsible for mowing all of the county properties.

The inmate work crew worked approximately 3,000 hours. They produced 2,200 bundles of firewood, weeded extensively at the county parks, cleaned tennis courts, painted the Alexandria Courthouse, cleared large and road side items, worked county clean up and park events, and provided general maintenance assistance. Mr. Braun said the inmate work program gets the men to work everyday and teaches them skills and is a great program.

In addition to routine work, the Facilities and Fleet staff also had 2,335 separate work orders which included but were not limited to: lights out, water leaks, clogged sinks, HVAC filter changes, campground electrical issues, tripped breakers, kayak repairs, gutter cleaning, installing and replacing AED batteries and pads.

Mr. Braun sells the county's surplus items on GovDeals and the 2023 sales totaled \$25,627.

Some of the major projects Mr. Braun and his crew completed in 2023 included: remodeled the police station's kitchen and police sergeant's office spaces, painted the exterior of the police station, remodeled the IT office, laid down new floors at the Senior Center, added a kitchenette in Planning and Zoning Department, and started remodeling the Animal Services building which is planned to be finished in the spring.

At AJ Joly Park Mr. Braun and his crew built 2 new yurts, planted new landscaping at the shower house, added a dump station, leveled camp spots, built a kayak launch dock, and built a fence around the playground. At Pendery Park they put up a fence, and paved trails.

Mr. Braun thanked the Fiscal Court for their support.

Judge/Executive, Steve Pendery said Mr. Braun and his crew do a great job and the county and the citizens are very grateful.

Commissioner Brian Painter thanked Mr. Braun and said this was in no way a comprehensive list of all he and his crew do and the improvements done at the park make his heart feel good.

Recognition of Citizens/Public Officials

County resident, Earl Woeste addressed the Fiscal Court and asked the court to look into a Sanitation District issue. First, he asked the Fiscal Court to work with SD1 to get the pump station along a portion of Highway 27 up and running sooner than currently planned. Second, he asked the Fiscal Court to look for grant money, because the existing eight homeowners are concerned SD1 will come in and assess them for

the pump station. Judge/Executive, Steve Pendery said his request was straight forward and the court would look into it.

New Business

County Administrator, Matt Elberfeld presented new business.

R-06-24

County Administrator, Matt Elberfeld read the title summary of Resolution R-06-24, “A Resolution of the Campbell County Fiscal Court amending funding for the County Attorney’s Office for Fiscal Year 2024.”

Motion was made to adopt Resolution R-06-24 by Commissioner Brian Painter, seconded by Commissioner Geoff Besecker. All voted “Aye” and Resolution R-06-24 passed.

Personnel

Executive Order

County Administrator, Matt Elberfeld read a motion to acknowledge and accept the annual compensation for Judge/Executive, Steve Pendery and Jailer, James Daley as set in accordance with KRS 64.5275 by the Kentucky Department for Local Government for the 2024 calendar year.

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 set the annual compensation for the Campbell County Commissioners as calculated by the Kentucky Department of Local Government based on the CPI rate of 3.4% over the previous twelve-month period.

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

Executive Order

County Administrator, Matt Elberfeld read a motion to set the annual compensation for County Attorney Steve Franzen as calculated by the Kentucky Department of Local Government based on the CPI rate of 3.4% over the previous twelve-month period.

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 set the annual compensation for County Coroner Mark Schweitzer as calculated by the Kentucky Department of Local Government based on the CPI rate of 3.4% over the previous twelve-month period.

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 accept the resignation of Payroll Specialist, Laurie Forrester effective March 31, 2024. He stated Laurie will be retiring with over 27 years of service with the Campbell County Fiscal Court.

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

Judge/Executive, Steve Pendery said Laurie has been a loyal and great employee and she will be missed. He said before she retires, she is willing to stay and help during the transitional period. He also said there will be a reception in her honor to commemorate her years of service.

All voted “Aye” and the motion passed.

R-07-24

County Administrator, Matt Elberfeld read the title summary of Resolution R-07-24, “A Resolution updating the position description, pay grade, and FLSA classification of the full-time Payroll Specialist position and further authorizes corresponding amendments to the Administrative Code.”

Motion was made to adopt Resolution R-07-24 by Judge/Executive, Steve Pendery, seconded by Commissioner Brian Painter. All voted “Aye” and Resolution R-07-24 passed.

Motion

County Administrator, Matt Elberfeld read a motion to authorize staff to advertise, interview, and make a hiring recommendation for a full-time Payroll Specialist to fill the vacancy created by the retirement of Laurie Forrester.

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

Board Appointments

Executive Order

County Administrator, Matt Elberfeld read a motion to appoint Cady Short-Thompson to the BeNKY Board of Directors for a three-year term effective March 1, 2024 through February 28, 2027.

Motion was made by Judge/Executive, Steve Pendery, seconded by Commissioner Tom Lampe.

Judge/Executive Steve Pendery said he highly recommended Cady-Short Thompson.

All voted “Aye” and the motion passed.

Executive Order

County Administrator, Matt Elberfeld read a motion to appoint Randy Schultz, and reappoint James Doekper II, Robert Keller, Timothy Seaman, and David Wormald to the Campbell County Building Code of Appeals Board for a four-year term beginning February 8, 2024.

Judge/Executive, Steve Pendery said this board requires a high level of expertise which makes it difficult to find qualified people but he is very happy with the lineup.

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 reappoint William Voelker to the Campbell County Police Force Merit Board for a four-year term beginning April 1, 2024 through March 31, 2028.

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

County Administrator Report

R-08-24

County Administrator, Matt Elberfeld read the title summary of Resolution R-08-24, “A Resolution of the Campbell County Fiscal Court authorizing the waiver of any interest due on two Rocky View liens and the execution and delivery of two lien releases, provided that the county receives payment for such liens on or before March 1, 2024.”

Motion was made to adopt Resolution R-08-24 by Judge/Executive, Steve Pendery seconded by Commissioner Geoff Besecker.

Commissioner Geoff Besecker asked for clarification that Rocky View lies within the City of Cold Spring however it is maintained and is the responsibility of the County. Mr. Elberfeld said that was correct.

All voted “Aye” and Resolution R-08-24 passed.

County Attorney Report

County Attorney, Steve Franzen did not have a report but said he appreciates Facilities and Fleet Director, Mike Braun for all his hard work, enthusiasm, and energy. Mr. Franzen said the people of Campbell County are lucky to have him, and he does a good job.

County Commissioners’ Reports

Commissioner Geoff Besecker said he echoes the councilors comments about Mike Braun and his crew and asked that Mr. Braun would pass along his regards to all those working hard on behalf of the citizens and residents. Commissioner Besecker also said that over the past weekend Grants Lick had a great

celebration for the ground breaking of what's to be a new school. He said hundreds of people showed up for the ceremonial groundbreaking, and the school is slated to be completed by the summer of 2025. One of the folks who was there is associated with the general contractor and he made a comment that he had never seen the outpouring of community support for the groundbreaking of a new school. Commissioner Besecker gave a shout out to the school and the folks in Grants Lick.

Judge/Executive, Steve Pendery commented it is a difficult proposition to find property to build a school in a county like ours, but the property is 80 acres and is ideal and has room to grow. Judge Pendery said the groundbreaking was fun to watch.

Commissioner Tom Lampe complimented Mike Braun and his staff and gave his sincere thanks.

Judge/Executive Report

Judge/Executive Steve Pendery announced reservations for the 2024 park season opened on February 1st and to reserve a yurt, picnic shelter, or camping spot for 2024 visit ajjollypark.com or call 859-547-3681. Judge Pendery also stated the AJ Jolly Ranger Station will open on March 18th and limited camping will begin on March 22nd.

Finance Director/Treasurer Report

Finance Director/Treasurer, Laura Lewis presented the Finance/Director Treasurer's Report but before doing so she took a moment to acknowledge Laurie Forrester and said she does a great job and is a very dedicated employee and she will be missed.

R-09-24

Finance Director/Treasurer, Laura Lewis read the title summary of Resolution R-09-24, "A Resolution adopting and approving the execution of a Rural Secondary Program Agreement between the Fiscal Court and the Commonwealth of Kentucky, Transportation Cabinet, Department of Rural and Municipal Aid, and accepting all roads and streets referred to therein as being a part of the County Road System."

Motion was made to adopt Resolution R-09-24 by Commissioner Brian Painter, seconded by Commissioner Geoff Besecker. All voted "Aye" and Resolution R-09-24 passed.

Motion

Finance Director/Treasurer, Laura Lewis read a motion to accept the resurfacing bid from Riegler Blacktop which she stated is the recommendation of Road Supervisor, Luke Mantle.

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 January 31, 2024.

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

Budget Transfers

Finance Director/Treasurer, Laura Lewis requested a motion to approve Budget Transfers dated January 31, 2024.

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 24, 2024
- January 31, 2024
- February 7, 2024
- February 1, 2024 (Employee Benefits)

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 Geoff Besecker, seconded by Commissioner Brian Painter.

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.

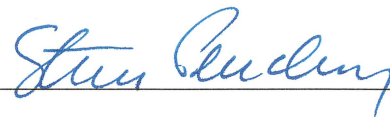
Adjournment

There being no further business to come before the Fiscal Court, Commissioner Brian Painter made a motion to adjourn the meeting; Commissioner Geoff Besecker offered a second to the motion. All voted “Aye” and the meeting adjourned at 9:33 AM.

Attachments

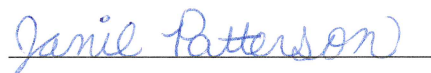
- R-06-24: Amend the County Attorney's Office Funding for FY 2024
- R-07-24: Update Payroll Specialist Position and Authorize Amendments to the Administrative Code
- R-08-24: Authorize the Waiver of Rocky View Liens Interest & the Execution & Delivery of Lien Releases
- R-09-24 Adopt & Approve the Execution of a Rural Secondary Program Agreement
- Interfund Transfers: January 31, 2024
- Budget Transfers: January 31, 2024
- Claims & Claims Paid per Standing Order:
 - January 24, 2024
 - January 31, 2024
 - February 7, 2024
 - February 1, 2024 (Employee Benefits)

Approved:



STEVE PENDERY
Judge/Executive

Attest:



JANIE PATTERSON
Fiscal Court Clerk