

**CAMPBELL COUNTY, KENTUCKY FISCAL COURT
MINUTES**

February 21, 2024

The Campbell County Fiscal Court held a regular meeting on Wednesday, February 21, 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:

Assistant County Attorney, Pat Walsh
County Judge/Executive, Steve Pendery
County Commissioner, Geoff Besecker
County Commissioner, Tom Lampe
County Commissioner, Brian Painter

County Administrator, Matt Elberfeld
Fiscal Court Clerk, Janie Patterson
Finance Director/Treasurer, Laura Lewis
Assistant County Administrator, Kim Serra
Police Chief, Craig Sorrell

Absent:

County Attorney, Steve Franzen

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 February 7, 2024.

Motion was made to approve the minutes from the Regular Fiscal Court Meeting on February 7, 2024 by Commissioner Geoff Besecker, seconded by Commissioner Brian Painter. All voted "Aye" and the motion passed.

New Business

County Administrator, Matt Elberfeld presented new business.

Ordinance O-02-24

County Administrator, Matt Elberfeld read the title summary for the first reading of Ordinance O-01-24, “An Ordinance of the Campbell County Fiscal Court enacting and adopting the S-47 supplement to the Code of Ordinances of the County of Campbell Kentucky (May 1, 2023 through December 31, 2023).”

There will be a request for a motion to adopt Ordinance O-02-24 after the second reading.

R-10-24

County Administrator, Matt Elberfeld read the title summary of Resolution R-10-24, “A Resolution of the Campbell County Fiscal Court adopting the 2024 Northern Kentucky Regional Hazard Mitigation Plan.”

Motion was made to adopt Resolution R-10-24 by Commissioner Brian Painter, seconded by Commissioner Geoff Besecker. All voted “Aye” and Resolution R-10-24 passed.

R-11-24

County Administrator, Matt Elberfeld read the title summary of Resolution R-11-24, “A Resolution of the Campbell County Fiscal Court authorizing the Judge/Executive to execute an agreement with P.L. Marketing for issuance of the Campbell County Jobs Development Program.”

Motion was made to adopt Resolution R-11-24 by Commissioner Geoff Besecker, seconded by Judge/Executive, Steve Pendery. All voted “Aye” and Resolution R-11-24 passed.

Personnel

R-12-24

County Administrator, Matt Elberfeld read the title summary of Resolution R-12-24, “A Resolution of the Campbell County Fiscal Court acknowledging the annual review of the Campbell County Detention Center Policy and Procedure Manual.”

Motion was made to adopt Resolution R-12-24 by Judge/Executive, Steve Pendery, seconded by Commissioner Geoff Besecker. All voted “Aye” and Resolution R-12-24 passed.

R-13-24

County Administrator, Matt Elberfeld read the title summary of Resolution R-13-24, “A Resolution of the Fiscal Court Amending Chapter 3 “Personnel Policies and Procedures” of the Campbell County Administrative Code. The revision to Section 320 “Compensation, Hours of Work and Overtime” clarifies existing practices of Fiscal Court Departments.”

Motion was made to adopt Resolution R-13-24 by Judge/Executive, Steve Pendery, seconded by Commissioner Tom Lampe. All voted “Aye” and Resolution R-13-24 passed.

Motion

County Administrator, Matt Elberfeld read a motion to accept the resignation of full-time Maintenance Technician, Frank Smith effective August 2, 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 Maintenance Technician to fill the vacancy created by the resignation of Frank Smith.

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 advance Police Officer Paul Wagner to Police Officer 2 in accordance with the current FOP working agreement effective February 28, 2024.

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 appoint Diane Brossart to the full-time Administrative Assistant – Planning & Zoning in the Campbell County Planning & Zoning Department effective February 26, 2024.

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 the following seasonal employees for the 2024 Facilities Maintenance, Parks and Golf season effective March 1, 2024.

NAME	JOB TITLE	RATE/ HOUR	EFFECTIVE DATE
Ann Greely	Assistant Golf Professional (SBE)	\$24.61	03/01/2024
Anthony Rapp	Clubhouse Supervisor (SBE)	\$18.25	03/01/2024
Amanda Herald	Parks & Recreation Assistant (SBE)	\$18.25	03/01/2024
David Harris	Golf Course Maintenance Worker (SBE)	\$14.25	03/01/2024
Homer Jack	Golf Course Maintenance Worker (SBE)	\$14.25	03/01/2024
Joseph Koblitiz	Golf Course Maintenance Worker (SBE)	\$14.25	03/01/2024
Donald Thomas	Golf Course Maintenance Worker (SBE)	\$14.25	03/01/2024
Neveah Burnett	Park Ranger (SBE)	\$14.25	03/01/2024
Billie Herald	Park Ranger (SBE)	\$14.25	03/01/2024

Gail Richards	Park Ranger (SBE)	\$14.25	03/01/2024
Eric Dee	Parks & Recreation Maintenance Worker (PTNB)	\$18.00	03/01/2024
Steven Fields	Parks & Recreation Maintenance Worker (SBE)	\$18.00	03/01/2024
James McCafferty	Parks & Recreation Maintenance Worker (SBE)	\$18.00	03/01/2024
Perry Mocahbee	Parks & Recreation Maintenance Worker (SBE)	\$18.00	03/01/2024
Jeffrey Osterhage	Parks & Recreation Maintenance Worker (SBE)	\$18.00	03/01/2024
Nolan Owen	Parks & Recreation Maintenance Worker (SBE)	\$18.00	03/01/2024
Robert Schlosser	Parks & Recreation Maintenance Worker (SBE)	\$18.00	03/01/2024
John Wieland	Parks & Recreation Maintenance Worker (SBE)	\$18.00	03/01/2024

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

County Administrator Reports

R-14-24

County Administrator, Matt Elberfeld read the title summary of Resolution R-14-24, “A Resolution authorizing the Campbell County Fiscal Court to enter into ARPA Recipient Agreement Number One with the Northern Kentucky Water District.”

Motion was made to adopt Resolution R-14-24 by Judge/Executive, Steve Pendery, seconded by Commissioner Tom Lampe. All voted “Aye” and Resolution R-14-24 passed.

County Commissioners’ Report

Commissioner Geoff Besecker said, he, Judge/Executive, Steve Pendery, and Justin Otto toured Castellini Company and said that over time they have added 65,000 square feet to their facilities in two different stages. He said the CEO Chris Jansen welcomed them and spent time explaining how Castellini’s has transitioned. Commissioner Besecker thanked Castellini Company for being great community partners and employers. Commissioner Besecker also said that TANK is looking for new opportunities and new ways they can best serve the community and they are calling it “Micro Transit Approach.” He said there is a survey on TANK’s website and he appreciates TANK taking the public’s interest into account.

Commissioner Tom Lampe said his report consisted of his trip to Frankfort earlier that day. He thanked Northern Kentucky Chamber of Commerce and oneNKY for being gracious hosts and thanked our Kentucky Legislators for making themselves available. Commissioner Lampe said the most important thing he could come back with is that the elected officials representing our community, including Senate Appropriation and Revenue Committee Chair, Chris McDaniel are keenly aware of the projects that we have deemed to be a priority in Campbell County including, 4th Street Bridge and 536. He specifically thanked Economic and Community Development Director, Justin Otto. Commissioner Lampe said Justin Otto’s name was mentioned several times and said Mr. Otto has been a great advocate for the needs of Campbell County. They also mentioned several times the KPDI Development Grant. Commissioner Lampe said they are very proud of the program and we are happy to be the recipient of the 2 million dollars for Southern Campbell County. He finished by saying the legislators are hard at work and they have Campbell County in mind.

Judge/Executive Report

Judge/Executive, Steve Pendery announced that Campbell County Solid Waste was partnering with Keep Kentucky Beautiful on the Second Annual Plogging Across the Bluegrass Event on Saturday, March 2nd, from 10 AM – 12 PM at two locations: ReNewport and Westside Citizen's Coalition at Wooden Cask Brewing (629 York Street, Newport) OR Studio 43 Sweat+Soul at Studio 43 (7926 Alexandria Pike, Alexandria). He said people could register on the Campbell County website and questions should be directed to our Solid Waste Coordinator.

Judge/Executive, Steve Pendery thanked Economic and Community Development Director, Justin Otto. Judge Pendery said the 2-million-dollar grant would not have happened without Mr. Otto's hard work.

Community Development Director, Justin Otto thanked the Court for their kind words. Mr. Otto said he wanted to talk about the partnerships that were required for the project to come to fruition. The Campbell County Business Development Corporation for an early small loan, BeNKY for due diligence studies, the Northern Kentucky Area Development District for providing grants for phase one studies, and most importantly Duke awarded us a grant for site readiness and that's when this project really took off because it gave us the foundation to apply for the KDPI funds.

Finance Director/Treasurer Reports

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

Motion

Finance Director/Treasurer, Laura Lewis requested a motion for staff to have permission to purchase cat towers and condo units for the Campbell County Animal Services building. She explained that due to the unique dimensions of the room created by the building expansion, it will be necessary to purchase installation services. There was an invitation to bid on February 8, 2024, due to the estimated cost of \$45,000 but no bids were received. She said it is the staff's recommendation that the purchase be made using the quote provided by Midmark. This project is included in the FY24 budget.

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 requested a motion to ask permission to accept the proposal from Prime AE for Phase 1 for the AJ Jolly Lake Restoration & Management Project. She said Phase 1 is a comprehensive approach that aims to thoroughly assess the current state of the lake, identify key issues, and establish a roadmap for restoration and management efforts in collaboration with relevant stakeholders. The total Phase 1 base fee cost of \$45,500 is included in the FY24 budget.

Motion was made by Commissioner, Tom Lampe, 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:

- February 14, 2024
- February 21, 2024

Assistant County Attorney, Pat Walsh 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 All voted "Aye" and the motion passed.

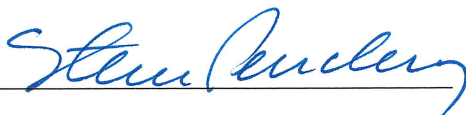
Adjournment

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 5:50 PM.

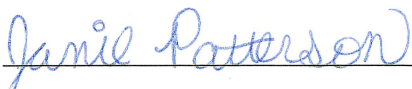
Attachments

- R-10-24, Hazard Mitigation Plan
- R-11-24, JDP P.L. Marketing
- R-12-24, Jail Policy Manual Annual Review
- R-13-24, Administrative Code, Personnel Policies and Procedure Manual. Comp Hrs of Work OT
- R-14-24, CCFC-NKWD ARPA Agreement #1
- Claims & Claims Paid per Standing Order:
 - February 14, 2024
 - February 21, 2024

Approved:


STEVE PENDERY
Judge/Executive

Attest:


JANIE PATTERSON
Fiscal Court Clerk