

**CAMPBELL COUNTY, KENTUCKY FISCAL COURT  
MINUTES**

**June 5, 2024**

The Campbell County Fiscal Court held a regular meeting on Wednesday, June 5, 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

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

**Absent:**

County Attorney, Steve Franzen

**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 May 15, 2024.

Motion was made to approve the minutes from the Regular Fiscal Court Meeting on May 15, 2024 by Commissioner Geoff Besecker, seconded by Commissioner Brian Painter. All voted “Aye” and the motion passed.

### Guests

#### ***Luke Mantle, Road Supervisor, Road Department’s Annual Update***

Judge/Executive, Steve Pendery introduced Road Supervisor, Luke Mantle who gave an overview of the Road Department and recapped work that has been done over the past year.

Some of the highlights Mr. Mantle covered included: staff, equipment, road responsibly, bridge responsibility, current projects, and projects recently completed.

Mr. Mantle said the Road Department is responsible for: 188 road miles which is an estimated 300 lane miles, vegetation, 124 bridges, drainage, pothole repairs, 1,389 cross culverts under roads, 2,000 tons of asphalt placement, 2 – 5 miles of ditch lines, concrete slab replacements, slip repairs, winter snow and ice control, 680 signs and 595 posts. He said many of these signs need replaced due to fading, theft, or damage.

Mr. Mantle said vegetation must be kept off the roads to make asphalt last years longer. The Road Department cuts every county roadside 2 -3 times each season. On a daily basis, Mr. Mantle said keeping water of the roads is the departments main focus,

Mr. Mantle thanked Facilities and Fleet Director, Mike Braun, IT Director, Steve Penrod, and Finance/Director Treasurer, Laura Lewis. He also thanked the Fiscal Court for approving the funding needed.

Commissioner Tom Lampe commented that this presentation was one of the most thorough he had ever heard and told Mr. Mantle job well done and thanked him and his department.

Judge/Executive, Steve Pendery thanked Mr. Mantle and his department and said he only typically hears good things about the Road Department, and they save the community money.

### Old Business

County Administrator, Matt Elberfeld presented old business.

#### ***Ordinance O-05-24: Second Reading***

County Administrator, Matt Elberfeld read the title summary for the second reading of Ordinance O-05-24, “An Ordinance relating to the prohibition of cannabis business operations in Campbell County.”

Motion was made to adopt Ordinance O-05-24 by Commissioner Geoff Besecker, seconded by Commissioner Brian Painter.

There was back and forth discussion amongst the Fiscal Court members for clarification.

Judge/Executive, Steve Penderly wanted to make it clear that this Ordinance is for medical use not recreational use and all this Ordinance does is say Campbell County is opting out and that there is not going to be applications made for businesses in Campbell County to produce cannabis for medical purposes.

Police Chief Craig Sorrell said there are very specific state requirements and people need to research and do their due diligence to understand the changes that will take effect in January 2025. He emphasized ignorance of the law will not be an excuse.

All voted “Aye” and Ordinance O-05-24 passed.

***Ordinance O-06-24***

County Administrator, Matt Elberfeld read the title summary for the second reading of Ordinance O-06-24, “An Ordinance of the Campbell County Fiscal Court relating to the annual budget and appropriations of Campbell County, Kentucky for the Fiscal Year 2024 – 2025 (FY25).”

Motion was made to adopt Ordinance O-06-24 by Commissioner Tom Lampe, seconded by Judge/Executive, Steve Penderly.

The Judge/Executive and Commissioners thanked Finance Director/Treasurer, Laura Lewis for the previous Budget Report on May 15, 2024.

All voted “Aye” and Ordinance O-06-24 passed.

**New Business**

County Administrator, Matt Elberfeld presented new business.

***R-43-24 Resolution***

County Administrator, Matt Elberfeld read the title summary for Resolution R-43-24, “A Resolution of the Campbell County Fiscal Court relating to the adoption of the revised Campbell County Emergency Operations Plan, prescribing the regulations governing disaster and emergency mitigation, preparedness, response and recovery services in and for Campbell County, Kentucky.”

Motion was made to adopt Resolution R-43-24 by Commissioner Brian Painter, seconded by Commissioner Tom Lampe. All voted “Aye” and Resolution R-43-24 passed.

***R-44-24 Resolution***

County Administrator, Matt Elberfeld read the title summary for Resolution R-44-24, “A Resolution Accepting HB1 Appropriation authorizing resolution to accept and transfer administration.” Mr. Elberfeld explained these funds are from the Kentucky Department for Local Government for General James Taylor Park and transferring the funds and project administration to the City of Newport.”

Motion was made to adopt Resolution R-44-24 by Commissioner Tom Lampe, seconded by Commissioner Geoff Besecker. All voted “Aye” and Resolution R-44-24 passed.

***R-45-24 Resolution***

County Administrator, Matt Elberfeld read the title summary for Resolution R-45-24, “A Resolution of the Campbell County Fiscal Court adopting the Northern Kentucky Area Development District’s Title VI Program Plan.”

Motion was made to adopt Resolution R-45-24 by Commissioner Geoff Besecker, seconded by Judge/Executive, Steve Pendery. All voted “Aye” and Resolution R-45-24 passed.

***R-46-24 Resolution***

County Administrator, Matt Elberfeld read the title summary for Resolution R-46-24, “A Resolution of the Campbell County Fiscal Court amending the Administrative Code and acknowledging the annual review of the Campbell County Administrative Code per Kentucky Revised Statutes 68.005.”

Motion was made to adopt Resolution R-46-24 by Commissioner Geoff Besecker, seconded by Judge/Executive, Steve Pendery. All voted “Aye” and Resolution R-46-24 passed.

**Personnel**

***Executive Order***

County Administrator, Matt Elberfeld read a motion to advance Danny Peters from Road Maintenance Specialist Level II to Road Maintenance Specialist Level III in accordance with the current AFSCME working agreement effective June 2, 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 amend a contract with School Resource Officer David Fillhardt to allow the performance of Patrol Officer duties during the summer months following the 2023 – 2024 school year.

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

***Executive Order***

County Administrator, Matt Elberfeld read a motion to appoint Joseph Koblitiz, as a seasonal Golf Course Maintenance Worker (SBE), for the 2024 Facilities Maintenance, Parks and Golf season effective June 6, 2024.

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

## Board Appointments

### ***Motion***

County Administrator, Matt Elberfeld read a motion to accept the resignation of Bobby Heck from the Campbell County Fire Protection District Number Six Board of Trustees effective May 14, 2024. Mr. Elberfeld explained Mr. Heck served as an elected property owner trustee and had accepted an appointment to Melbourne City Council.

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

### ***Executive Order***

County Administrator, Matt Elberfeld read a motion to appoint Haley Buerkley Welsh to the Campbell County Fire Protection District Number Six Board of Trustees effective June 5, 2024 to complete the remaining unexpired property owner trustee term previously held by Bobby Heck.

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 reappoint Dale Edmondson to the Campbell County Fire Protection District Number Six Board of Trustees for a three-year term effective July 1, 2024 through June 30, 2027.

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 Mike Rust to the Central Campbell Fire District Board of Trustees for a three-year term beginning July 1, 2024 through June 30, 2027.

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 Michael Ruscher to the Campbell County Cable Board for a three-year term effective January 6, 2024 through January 5, 2027.

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

## Judge/Executive

### **Event Announcement: Jolly Thursday's**

Judge/Executive Steve Pendery announced Jolly Thursday's at Stapleton Pavilion will begin on Thursday, June 6<sup>th</sup> at 10:00 AM. He said this free program is sponsored by Campbell County Parks and Recreation, the Campbell County Library, and Campbell County Cooperative Extension Service. First up this year is the Kentucky Reptile Zoo. The program will run each Thursday through July 25<sup>th</sup>.

### Finance Director/Treasurer Report

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

#### ***Motion***

Finance Director/Treasurer, Laura Lewis requested a motion to authorize the Judge/Executive to sign a two-year Memorandum of Agreement with effective dates 7/1/2024 – 6/30/2026 for House Bill 556 inmate program funds for the Campbell County Detention Center with the Kentucky Department of Corrections.

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 requested a motion to authorize staff to purchase a 2024 Chevy Equinox from the state master agreement 758 2300000802 from Bachman Auto Group for the Housing Deputy Director. Ms. Lewis said the vehicle is to be used for transportation for inspections, conferences, and training, and the estimated cost from the state master agreement is \$28,675 which is included in the FY24 budget.

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 requested a motion to authorize staff to purchase a 2024 Ford Expedition 4X4 from the state master agreement 758 2300000801 from Paul Miller Ford for the Campbell County Detention Center. Ms. Lewis said the vehicle is to be used for transportation for staff attending training and routine jail transportation needs, and the estimated cost from the state master agreement is \$62,405 which is included in the FY24 budget.

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 requested a motion to accept FY25 KYTC Rural Secondary FLEX Funds in the amount of \$200,311 to be used on various county roads for the purpose of resurfacing.

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

***Motion***

Finance Director/Treasurer, Laura Lewis requested a motion for permission to bid slip repairs for Visalia and Upper Tug Fork.

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

***Motion***

Finance Director/Treasurer, Laura Lewis requested a motion to accept all bids for hot mix asphalt, culvert pipe, and stone, and to accept the low bid from Compass Minerals for road salt.

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 requested a motion to accept the bid from Jefferson Contracting LLC for the reconstruction of Marl Rich Lane off of US 27.

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

***Motion***

Finance Director/Treasurer, Laura Lewis requested a motion to accept the bid from Jefferson Contracting LLC for the reconstruction of Marl Rich Lane off of US 27.

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 May 31, 2024.

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

***Claims & Claims per Standing Order Claims, and Employee Benefits***

Finance Director/Treasurer, Laura Lewis requested a motion to approve Claims and Claims paid per standing Order, and Employee Benefits dated:

- May 22, 2024
- May 29, 2024
- June 5, 2024
- June 1, 2024 (Employee Benefits)

Assistant County Attorney, Pat Walsh commented that his office had reviewed the Claims, and had determined that everything appeared appropriate.

Motion was made 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**

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 9:57 AM.

### **Attachments**

- O-05-24 Prohibition of Cannabis Business Operations in Campbell County
- O-06-24 Second Reading: Fiscal Year 2025 Budget Ordinance
- R-43-24 Adopt the Campbell County Revised Emergency Operation Plan
- R-44-24 Accept HB1 Funds from the Kentucky Department for Local Government for General James Taylor Park
- R-45-24 Adopt the NKADD Title IV Program Plan
- R-46-24 Amend the Campbell County Administrative Code & Acknowledge the Annual Review of the Administrative Code per Kentucky Revised Statutes 68.005
- Budget Transfers: May 31, 2024
- Approve Claims & Claims Paid per Standing Order:
  - May 22, 2024
  - May 29, 2024
  - June 5, 2024
  - June 1, 2024 (Employee Benefits)



Approved:



STEVE PENDERY  
Judge/Executive

Attest:



JANIE PATTERSON  
Fiscal Court Clerk,