

**CAMPBELL COUNTY, KENTUCKY FISCAL COURT
MINUTES**

June 19, 2024

The Campbell County Fiscal Court held a regular meeting on Wednesday, June 19, 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
Assistant County Attorney, Pat Walsh

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

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 June 5, 2024.

Motion was made to approve the minutes from the Regular Fiscal Court Meeting on June 5, 2024 by Commissioner Brian Painter, seconded by Commissioner Geoff Besecker. All voted “Aye” and the motion passed.

Guests

Representative Mike Clines – Request to Install Community Boundary Signs in Camp Springs Recognizing 2001 Miss Kentucky Basketball Katie Schwegmann

Representative Mike Clines said it was a special evening for Campbell County. He highlighted Katie Schwegmann’s local, regional, state, and national basketball accomplishments and that Ms. Schwegmann’s high school basketball career culminated in her earning the 2001 Miss Kentucky Basketball award. Representative Clines said that due to Camp Springs being located in unincorporated Campbell County the Fiscal Court had to submit written request to the Kentucky Transportation Cabinet to install community boundary signs honoring Miss Kentucky Basketball Katie Schwegmann. Representative Clines said he was honored to have been a small part of this and welcomed Ms. Schwegmann to say a few words.

Katie Schwegmann thanked the Fiscal Court for inviting her and her family and thanked everyone for all the hard work to get this accomplished. She said she would not have been able to do this without the support of her Camp Springs family, her Bishop Brossart family, her Campbell County family, and everyone who supported her. She said that every time someone drives by the signage it is not just the representation of her and her accomplishments but also everyone who stood by her through the years.

R-48-24

Judge/Executive, Steve Pendery read Resolution R-48-24, including the title summary “A Resolution of the Campbell County Fiscal Court applying to the Kentucky Transportation Cabinet for a community boundary sign near unincorporated Urban Place Camp Springs honoring 2001 Miss Kentucky Basketball Katie Schwegmann.”

Motion was made to adopt Resolution R-48-24 by Commissioner Geoff Besecker, seconded by Commissioner Tom Lampe. All voted “Aye” and Resolution R-48-24 passed.

Marsha Dufeck, Senior Center Manager and Jessica Shields, Wellness Center Specialist – Presenting the Senior Center’s Annual Update

Marsha Dufeck, Senior Center Manager and Jessica Shields, Wellness Center Specialist presented the Campbell County Senior Center’s Annual Update. Ms. Dufeck read the Senior Centers Mission Statement, “The Campbell County Senior Center promotes and enhances the six dimensions of wellness (physical, emotional, social, intellectual, spiritual, and vocational) of all senior citizen participants through programs and activities. She said there are currently 1,477 active members, and she explained in depth what the Senior Center is about, and the programs, activities, and services they offer.

Jessica Shields, Wellness Center Specialist explained the Senior Center received a grant, through the Kentucky Department of Aging and Independent Living, to purchase a Korebalance Balance Machine. She said the machine is designed to help people improve their balance and reaction time. Ms. Shields said the

Senior Center is partnering with NKU to do a study on how much participants' balance improves with the use of the machine.

Commissioner Geoff Besecker said he appreciates their work.

Recognition of Citizens/Public Officials

Campbell County resident Jerry Neltner came before the Fiscal Court and requested a double yellow line be painted in front of Pendery Park on Route 8. He also requested road work improvement be done on Lauren Lane.

New Business

County Administrator, Matt Elberfeld presented new business.

O-07-24

County Administrator, Matt Elberfeld read the title summary for the first reading of Ordinance O-07-24, "An Ordinance relating to the Campbell County Fiscal Court amending its Code of Ordinances and specifically Ordinances O-15-94 and O-02-23 as codified in Chapter 115 relating to the Motor Vehicle License Fee to include U-Drive-It; Peer-to-Peer Car Sharing and Transportation Network Company Services and disbursement of such license fees collected to the Tri-County Economic Development Corporation."

Commissioner Brian Painter asked for clarification about the various categories.

Executive Director, NKY Port Authority, VP of Strategy, BE NKY Growth Partnership, Christine Russell explained the differences in the various categories listed.

There will be a request for a motion to adopt Ordinance O-07-24 after the second reading.

R-47-24

County Administrator, Matt Elberfeld read the title summary of Resolution R-47-24, "A Resolution of the Campbell County Fiscal Court approving and entering into an updated Interlocal Agreement with Boone County and Kenton County for the operation of Tri-County Economic Development Corporation DBA BE NKY."

Motion was made to adopt Resolution R-47-24 by Judge/Executive, Steve Pendery, seconded by Commissioner Geoff Besecker. All voted "Aye" and Resolution R-47-24 passed.

Personnel

Executive Order

County Administrator, Matt Elberfeld read a motion to advance Police Officer Christopher Mullins to Police Officer 2 in accordance with the current FOP working agreement effective April 28, 2024.

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

R-49-24

County Administrator, Matt Elberfeld read the title summary of Resolution R-49-24, “A Resolution of the Campbell County Fiscal Court updating the position title of Administrative Assistant – Police to Police Records Specialist, updating the pay grade of the position and authorizing corresponding amendments to the “Authorized Position List” of the Campbell County Administrative Code.”

Motion was made to adopt Resolution R-49-24 by Judge/Executive, Steve Pendery, seconded by Commissioner Brian Painter. All voted “Aye” and Resolution R-49-24 passed.

R-50-24

County Administrator, Matt Elberfeld read the title summary of Resolution R-50-24, “A Resolution of the Campbell County Fiscal Court authorizing the update of the full time Community Services Manager to a Human Services Manager, reducing the standard hours worked, updating the FLSA status to non-exempt and authorizing corresponding amendments to the “Authorized Position List” of the Campbell County Administrative Code.”

Motion was made to adopt Resolution R-50-24 by Judge/Executive, Steve Pendery, seconded by Commissioner Tom Lampe. All voted “Aye” and Resolution R-50-24 passed.

R-51-24

County Administrator, Matt Elberfeld read the title summary of Resolution R-51-24, “A Resolution of the Campbell County Fiscal Court authorizing the addition of a full time Communications and Public Outreach Coordinator and authorizing corresponding amendments to the “Authorized Position List” of the Campbell County Administrative Code.”

Motion was made to adopt Resolution R-51-24 by Judge/Executive, Steve Pendery, seconded by Commissioner Geoff Besecker. All voted “Aye” and Resolution R-51-24 passed.

Motion

County Administrator, Matt Elberfeld read a motion to authorize staff to advertise, interview and make a hiring recommendation for a full-time Communications and Public Outreach Coordinator position authorized in Resolution R-51-24.

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 full-time Maintenance Supervisor, Charles Krift effective June 15, 2024.

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

R-52-24

County Administrator, Matt Elberfeld read the title summary of Resolution R-52-24, “A Resolution of the Campbell County Fiscal Court authorizing the elimination of the Maintenance Supervisor position, addition of a Park Maintenance Lead, addition of a Facilities Maintenance Lead, appointing Maintenance Technician, Danny Schnitzler to the Facilities Maintenance Lead position, and eliminating one Maintenance Technician position, and authorizing corresponding amendments to the "Authorized Position List” of the Campbell County Administrative Code.”

Motion was made to adopt Resolution R-52-24 by Judge/Executive, Steve Pendery, seconded by Commissioner Geoff Besecker. All voted “Aye” and Resolution R-52-24 passed.

Motion

County Administrator, Matt Elberfeld read a motion to authorize staff to advertise, interview and make a hiring recommendation for a full-time Park Maintenance Lead position authorized in Resolution R-52-24.

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 approve pay rates for Fiscal Year 2025 effective June 16, 2024 for non-represented Fiscal Court employees and for employees represented by AFSCME and FOP working agreements.

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 advance Police Officer Nicholas Kendall to Police Officer 3 in accordance with the current FOP working agreement effective June 30, 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 Wayne Herolaga to the position of Police Officer (PO1) with the Campbell County Police Department effective July 1, 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 July 1, 2024.

- Mark Mercer, Camping & Concessions Worker (PTNB), \$14.25 Rate/Hour
- Nolan Owen, Parks & Recreation Maintenance Worker (PTNB), \$18.00 Rate/Hour
- Harrison Smith, Park Ranger (SBE), \$14.25 Rate/Hour

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 to reappoint Chuck Heilman to the Campbell County Fire District #1 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 Mark Turner and C.J. Peters to the Campbell County Planning and Zoning Commission for a four-year term beginning July 1, 2024 through June 30, 2028.

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 commented he had attended the Kentucky Magistrates and Commissioners Conference, in Lexington, KY, along with Judge/Executive, Steve Pendery and Economic and Community Development Director, Justin Otto and that Judge/Executive, Steve Pendery spoke and engaged the audience in some interesting topics. Commissioner Besecker said he spent a few days discussing various topics that are important to Campbell County and could bring back and discuss with others, and he appreciated the opportunity to attend.

Judge/Executive Report

Fiscal Court Special Meeting June 28, 2024

Judge/Executive, Steve Pendery announced there will be a special meeting of the Campbell County Fiscal Court on Friday, June 28, 2024 at 10:00 AM, in the Fiscal Court Chambers in Newport. The purpose of the meeting will be to approve final year end transactions.

Motion

Judge/Executive, Steve Pendery requested a motion to cancel the regular meeting of the Campbell County Fiscal Court scheduled for Wednesday, July 3, 2024 at 9:00 AM in the Alexandria Courthouse.

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

Sun Valley Bluegrass Festival

Judge/Executive, Steve Pendery announced the Sun Valley Bluegrass Festival will return to AJ Jolly Park on Saturday, July 13th from 4:00 – 10:30 PM. Admission is \$5 and there will be fun for the entire family, featuring live music, local food, and craft vendors, and adult refreshments.

Finance Director/Treasurer Report

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

R-53-24

Finance Director/Treasurer, Laura Lewis read the title summary of Resolution R-53-24, “A Resolution of the Campbell County Fiscal Court granting Sheriff Mike Jansen his quietus for 2023 Taxes.” Ms. Lewis stated the County Treasurer has verified that the county has received the tax receipts expected. The 911 fee settlement and delinquent 911 fee list were also submitted and accepted by the County Treasurer.

Motion was made to adopt Resolution R-53-24 by Judge/Executive, Steve Pendery, seconded by Commissioner Brian Painter. All voted “Aye” and Resolution R-53-24 passed.

R-54-24

Finance Director/Treasurer, Laura Lewis read the title summary of Resolution R-54-24, “A Resolution to renew a contract with the Kentucky Association of Counties All Lines Fund for property and liability insurance coverage effective July 1, 2024 through June 30, 2025.” Ms. Lewis stated the premium increase of 23% for fiscal year 2025 is attributable to a coverage blanket increase for all participants due to significant weather-related losses in the state and inflation in 2022 through 2024.

Motion was made to adopt Resolution R-54-24 by Judge/Executive, Steve Pendery, seconded by Commissioner Brian Painter. All voted “Aye” and Resolution R-54-24 passed.

R-55-24

Finance Director/Treasurer, Laura Lewis read the title summary of Resolution R-55-24, “A Resolution to renew a contract with the Kentucky Association of Counties for Workers’ Compensation insurance coverage effective July 1, 2024 through June 30, 2025.” Ms. Lewis stated the premium increase of 5% for fiscal year 2025 is related to the claims experience of the KACo Workers’ Compensation Fund loss experience trends overall and includes a discount for being a certified drug-free workplace.

Motion was made to adopt Resolution R-55-24 by Commissioner Geoff Besecker, seconded by Commissioner Tom Lampe. All voted “Aye” and Resolution R-55-24 passed.

R-56-24

Finance Director/Treasurer, Laura Lewis read the title summary of Resolution R-56-24, “A Resolution declaring county owned personal property as surplus and authorizing the County Finance Director/Treasurer to sell or otherwise dispose of such property.”

Motion was made to adopt Resolution R-56-24 by Judge/Executive, Steve Pendery, seconded by Commissioner Geoff Besecker. All voted “Aye” and Resolution R-56-24 passed.

Motion

Finance Director/Treasurer, Laura Lewis requested a motion for permission to advertise for bids to resurface various roads in Campbell County to begin in the Fall of Fiscal Year 2025.

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 requested a motion for a change order for Mago Construction for Covert Run Pike resurfacing.

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

Commissioner Tom Lampe commented the Road Department did a fantastic job repairing Covert Run Pike and this is another great example of what the Road Department Supervisor, Luke Mantle and his department do to improve safety in Campbell County.

All voted “Aye” and the motion passed.

Motion

Finance Director/Treasurer, Laura Lewis requested a motion to authorize staff to purchase Road Equipment for Fiscal Year 2025 off of the accepted Tri-County bid results run by Boone County. The following purchasing recommendations were included:

- A 2.5-ton truck from FYDA. The estimated purchase price of \$265,357 is included in the FY25 budget.
- A tracked skid steer from Bobcat Enterprises. The estimated purchase price of \$78,496 is included in the FY25 budget.
- The tracked skid steer attachments from Bluegrass Diesel Specialists. The estimated purchase price of \$45,350 is included in the FY25 budget.

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

Claims & Claims per Standing Order Claims

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

- June 5, 2024 (Primary Election Claims)
- June 12, 2024
- June 19, 2024

Assistant County Attorney, Pat Walsh stated the claims had been reviewed and appeared to be appropriate.

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

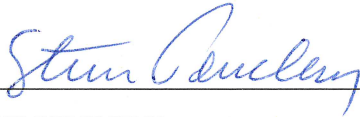
Adjournment

There being no further business to come before the Fiscal Court, Commissioner Geoff Besecker made a motion to adjourn the meeting; Commissioner Tom Lampe offered a second to the motion. All voted "Aye" and the meeting adjourned at 6:42 PM.

Attachments

- R-47-24, Enter into an updated Interlocal Agreement with Boone & Kenton Counties for the operation of Tri-County Economic Development Corporation DBA BE NKY
- R-48-24, Install community boundary signs in Camp Springs to honor Katie Schwegman
- R-49-24, Update police position description from Administrative Assistant to Police Records Specialist
- R-50-24, Update the Community Services Manager Position to Human Services Manager
- R-51-24, Add a full-time Communications & Public Outreach Coordinator position to the Administration Department
- R-52-24, Update positions assigned to the Facilities and Fleet Department
- R-53-24, Accept Sheriff's settlement for Tax Year 2023 & authorize the state payment of the Quietus
- R-54-24, Renew Contract with the Kentucky Association of Counties all Lines Fund for Property & Liability Insurance coverage
- R-55-24, Renew contract with the Kentucky Association of Counties for Workers' Compensation Insurance coverage
- R-56-24, Declare county-owned personal property as surplus
- Claims & Claims per Standing Order Claims dated:
 - June 5, 2024 (Primary Election Claims)
 - June 12, 2024
 - June 19, 2024

Approved:



STEVE PENDERY
Judge/Executive

Attest:



JANIE PATTERSON
Fiscal Court Clerk