

**CAMPBELL COUNTY, KENTUCKY FISCAL COURT
MINUTES**

May 21, 2025

The Campbell County Fiscal Court held a public hearing and a regular meeting on Wednesday, May 21, 2025, at 5:30 PM, at the Campbell County Administration Building, 1098 Monmouth Street, Newport, Kentucky. Campbell Media recorded the public hearing and the regular meeting and broadcast both on the Campbell Media website.

Present:

County Judge/Executive, Steve Pendery
County Commissioner, Geoff Besecker
County Commissioner, Brian Painter
County Attorney, Steve Franzen

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

Absent:

County Commissioner, Tom Lampe

Public Hearings

Public Hearing on Possible Uses of County Road Aid and Local Government Economic Assistance Funds

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

The purpose of the Public Hearing was to discuss the possible uses of County Road Aid and Local Government Economic Assistance Funds.

Judge Pendery led the Public Hearing and asked the court if there were any questions or comments about the possible uses of County Road Aid and Local Government Economic Assistance Funds and there were none.

The Public Hearing was adjourned at 5:31 PM.

Regular Meeting

Judge/Executive, Steve Pendery called the meeting to order at 5:31 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 May 7, 2025.

Motion was made to approve the minutes from the Regular Fiscal Court Meeting on May 7, 2025 by Commissioner Geoff Besecker, seconded by Commissioner Brian Painter. All voted “Aye” and the motion passed.

Guests

Finance Director/Treasurer, Laura Lewis – Presented the Annual Budget for Fiscal Year 2026

Judge/Executive, Steve Pendery introduced Finance Director/Treasurer, Laura Lewis to present the budget for Fiscal Year 2026.

Finance Director/Treasurer, Laura Lewis went into detail about the following topics:

- Budget Themes/Assumptions
- Fiscal Year 2025 Budget vs. Projected Year End Results
- Fiscal Year 2026 Budget Overview: new year vs. current year, future financial considerations, and Fiscal Year 2026 budget by major funds

Ms. Lewis said budget themes and assumptions create the foundation for the County’s fiscal strategy based in conservative and fiscally responsible budgeting practices. Revenue is budgeted conservatively based on historical trends. Expense is budgeted responsibly with a goal of allowing the County’s needs to define the budget.

Ms. Lewis listed large items that are funded by Fiscal Court which include but are not limited to: Public Safety, Animal Control Services, Planning & Zoning Services, Information Technology, Solid Waste, Roads & Public Infrastructure, and Parks & Recreation.

Ms. Lewis said the operating revenues in Fiscal Year 2026 are projected to increase \$4.4 million due to the estimated cost of economic growth and the lack of funding from the prior year. She said Real Property Tax

and Payroll Tax collections are the largest of the County's annual revenue collections, and the Fiscal Court has limited control over increasing its property tax revenue collection due to the compensating rate calculation and other statutory restrictions in Kentucky. Operating appropriations proposed for Fiscal Year 2026 are \$71.98 million and do not consider the bond fund or federally funded Housing and CDBG programs. Ms. Lewis said government is a service business and employee wages and benefits are the largest expense and 37 percent of the operating budget. The County is maintaining its strategy of analyzing cash flow regularly and maintains a prudent reserve of at least 35 percent of discretionary budget of about \$17 million which is recommended by the Government Finance Officers' Association in Fiscal Year 2026.

Ms. Lewis stated the Finance Department has strict internal controls in place to prevent fraud. She explained Open Gov is a transparency tool that is available and accessible to the public, and current and past budget information are both available on the Campbell County website.

Ms. Lewis thanked Judge/Executive, Steve Pendery, the Commissioners, Business Analyst, Greg Fassler, and the Finance Department.

Judge/Executive, Steve Pendery said that anyone with internet connection has access to see every dollar the Fiscal Court spends. He thanked Ms. Lewis and said Campbell County is very well served by her and the quality of the Finance Department.

Commissioner Geoff Besecker thanked Ms. Lewis and the Finance Department.

Recognition of Citizens/Public Officials

County Administrator, Matt Elberfeld read an email received from Steve Ellison. Mr. Ellison asked to extend water lines in the Grants Lick part of the county and notified the Fiscal Court that the water machine has been out of order. Mr. Elberfeld said he has called and spoke with Mr. Ellison and he also offered the Fiscal Court a detailed report about what is involved to extend water lines in Grants Lick

Commissioner Geoff Besecker told Mr. Elberfeld that he appreciated his thorough feedback and that it is really difficult for folks without water lines when the water machine is down.

Old Business

County Administrator, Matt Elberfeld presented old business.

O-03-25 Ordinance: Second Reading

County Administrator, Matt Elberfeld read the title summary for the second reading of Ordinance O-03-25, "An Ordinance updating the official county-maintained road list in Campbell County, Kentucky, Walnut Creek Drive." Mr. Elberfeld said the actual road length has not changed and only the wording is being amended to a length of approximately 1,100 feet.

Motion was made to adopt Ordinance O-03-25 by Commissioner Geoff Besecker, seconded by Commissioner Brian Painter. All voted "Aye" and Ordinance O-03-25 passed.

O-04-25 Ordinance: Second Reading

County Administrator, Matt Elberfeld read the title summary for the second reading of Ordinance O-04-25, “An Ordinance of the Campbell County Fiscal Court amending Chapter 95 of the Code of Ordinances for excavations of streets and sidewalks.”

Motion was made to adopt Ordinance O-04-25 by Commissioner Geoff Besecker, seconded by Commissioner Brian Painter. All voted “Aye” and Ordinance O-04-25 passed.

New Business

County Administrator, Matt Elberfeld presented new business.

R-27-25 Resolution

County Administrator, Matt Elberfeld read the title summary of Resolution R-27-25, “A Resolution of the Campbell County Fiscal Court authorizing the Judge/Executive to apply for funding from the Kentucky Division of Waste Management for the recycling or disposal of waste tires in Fiscal Year 2026.”

Motion was made to adopt Resolution R-27-25 by Commissioner Brian Painter seconded by Commissioner Geoff Besecker. All voted “Aye” and Resolution R-27-25 passed.

R-28-25 Resolution

County Administrator, Matt Elberfeld read the title summary of Resolution R-28-25, “A Resolution of the Campbell County Fiscal Court approving the Campbell County Health Department Tax Rate for Fiscal Year 2026 for the Campbell County Public Health Taxing District.”

Motion was made to adopt Resolution R-28-25 by Judge/Executive, Steve Pendery seconded by Commissioner Brian Painter. All voted “Aye” and Resolution R-28-25 passed.

R-29-25 Resolution

County Administrator, Matt Elberfeld read the title summary of Resolution R-29-25, “Resolution of the Campbell County Fiscal Court approving funding for the County Attorney’s Office for Fiscal Year 2026.”

Motion was made to adopt Resolution R-29-25 by Commissioner Geoff Besecker seconded by Commissioner Brian Painter. All voted “Aye” and Resolution R-29-25 passed.

R-30-25 Resolution

County Administrator, Matt Elberfeld read the title summary of Resolution R-30-25, “Resolution of the Campbell County Fiscal Court approving funding for the Transit Authority of Northern Kentucky (TANK) for Fiscal Year 2026.”

Motion was made to adopt Resolution R-30-25 by Commissioner Geoff Besecker seconded by Judge/Executive, Steve Pendery.

Commissioner Geoff Besecker said that we are not going to be able to fund public transportation in the historical way in which it has been done, and TANK is going to have to readjust sales.

County Administrator, Matt Elberfeld mentioned there will be an increased focus on the best way to deliver services to the transit-dependent population which means TANK services may look different in the future.

All voted “Aye” and Resolution R-30-25 passed.

Personnel

Executive Order

County Administrator, Matt Elberfeld read a motion to appoint Justin Carroll as a Golf Course Attendant I (PTNB) for the 2025 Facilities Maintenance, Parks and Golf season effective May 22, 2025.

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 to accept the resignation of full-time Deputy Director - Housing, Dana Franxman effective May 27, 2025.

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

County Administrator Report

Motion

County Administrator, Matt Elberfeld read a motion to authorize the Judge/Executive to execute a Payment In Lieu of Taxes (PILOT) Agreement with the City of Alexandria, the Campbell County School District, and CBLO LLC, a Kentucky limited liability company, and its successors, permitted assigns and/or transferees. Mr. Elberfeld said the City of Alexandria is issuing Industrial Revenue Bonds for a mixed-use commercial development project and the bond issue requires County approval and participation.

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

Motion

County Administrator, Matt Elberfeld read a motion to approve a \$124,123.53 payment to the Northern Kentucky Area Development District for Campbell County’s share of the regional CARES team through June 30, 2026. Mr. Elberfeld explained CAREs is a multi-disciplinary, multi-agency collaborative effort to comprehensively treat individuals with substance use disorders. The program is primarily funded through a \$1million Kentucky Opioid Abatement Advisory Commission state grant with the Fiscal Courts of Boone, Campbell, and Kenton County providing the remaining funds on a per capita basis. Campbell County’s portion of the funding will be paid with local opioid abatement settlement funds.

Motion was made by Judge/Executive, Steve Pendery seconded by Commissioner Brian Painter.

Judge/Executive, Steve Pendery said we are known throughout the state and elsewhere in the country as having a great team devoted to this cause with results that we can be proud of.

All voted “Aye” and the motion passed.

County Commissioners’ Report

Commissioner Geoff Besecker said the upcoming Memorial Weekend is the unofficial summer kick-off, and he thanked families who have recognized and realized the ultimate sacrifice by soldiers and our service members from across the globe who protect our freedom and it is much appreciated as we enjoy those freedoms.

Commissioner Brian Painter said he recently attended a Northern Kentucky Chamber of Commerce event and was proud that it was well represented by Campbell County. The event was led by Phil Griffin with AnyWeather and Brandon Bray with Bray Trucking. They are part of a group that is dedicated to training young people and giving them the full scope of career and business opportunities offered through trades.

Commissioner Geoff Besecker said Campbell County Middle School offers a Trades NKY, Construction Technology class, taught by a teacher with real world experience and a Construction Management Degree from Northern Kentucky University. He said the class is full and the students love it.

Judge/Executive Report

Judge/Executive, Steve Pendery made the following announcements.

River Sweep

Solid Waste is hosting River Sweep on Saturday, May 24, from 10:00 AM to 12:00 PM, at Frederick’s Landing Park in Wilder. Volunteers are provided with all supplies needed to clean up the riverside area, including a free t-shirt and are encouraged, but not required, to bring their own watercraft. Registration is required and more details can be found on the Campbell County website

Campbell County Communication

The Campbell County Insider, is a weekday email update with Campbell County news in one spot. It is a quick and easy way to stay informed on what’s happening in our cities, schools, and across the County.

Campbell County has also launched a new daily podcast. The Campbell County Insider podcast shares local headlines each weekday and is now available on Apple and Spotify.

Stories for both the email and podcast come straight from Campbell County, our school districts, city pages, and trusted sources like Link NKY, the NKY Tribune, the Enquirer, and the Cincinnati Business Courier.

Finance Director/Treasurer Reports

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

O-05-25 Ordinance: First Reading

Finance Director/Treasurer, Laura Lewis read the title summary for the first reading of Ordinance O-05-25, "An Ordinance of the Campbell County Fiscal Court relating to the annual Budget and appropriations of Campbell County, Kentucky for the Fiscal Year 2025 – 2026 (FY26)."

There will be a request for a motion to adopt Ordinance O-05-25 after the second reading.

Motion

Finance Director/Treasurer, Laura Lewis requested a motion to adopt the Fiscal Year 2026 Annual Standing Order pursuant to KRS 68.275 to preapprove certain recurring expenses such as payroll, benefits, utilities, contractual obligations previously approved by the Fiscal Court, election workers and expense, grants with a disbursement requirement, banking or credit card charges, and insurance in a timely manner without additional Fiscal Court approval. The standing order expires on July 1st of the following year and must be adopted for each fiscal year.

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

R-31-25 Resolution

Finance Director/Treasurer, Laura Lewis read the title summary of Resolution R-31-25, "A Resolution of the Campbell County Fiscal Court authorizing a revision to the Interlocal Agreement between the Campbell County Fiscal Court and the City of Cold Spring, Kentucky to allow the County to provide Planning and Zoning administrative services for the City of Cold Spring for an annual service fee."

Motion was made to adopt Resolution R-31-25 by Judge/Executive, Steve Pendery seconded by Commissioner Geoff Besecker. All voted "Aye" and Resolution R-31-25 passed.

R-32-25 Resolution

Finance Director/Treasurer, Laura Lewis read the title summary of Resolution R-32-25, "Resolution of the Campbell County Fiscal Court adopting and approving the execution of a County Road Aid program contract between the Fiscal Court and the Commonwealth of Kentucky Transportation Cabinet, Department of Rural and Municipal Aid, for the Fiscal Year beginning July 1, 2025, as provided in the Kentucky Revised Statutes 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-32-25 by Judge/Executive, Steve Pendery seconded by Commissioner Brian Painter. All voted "Aye" and Resolution R-32-25 passed.

Motion

Finance Director/Treasurer, Laura Lewis requested a motion to authorize the Judge/Executive to enter into an agreement with Verdantas for phase II engineering and design of dredging projects at AJ Jolly Park.

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

Motion

Finance Director/Treasurer, Laura Lewis requested a motion to authorize staff to issue an invitation to bid the construction of a new shelter with a bathroom structure at AJ Jolly Park. Ms. Lewis explained Facilities and Maintenance staff will perform the concrete and carpentry aspects of the project while the plumbing, electric, and cement block work will be bid. The estimated cost of this project is \$150,000 and is included in Fiscal Year 2025 budget. The estimated initial annual revenue is about \$7,500.

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 permission to bid slip repairs on Fender Road and Marie Drive. Ms. Lewis said applications for FEMA funding have been submitted.

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

Motion

Finance Director/Treasurer, Laura Lewis requested a motion for permission to bid the concrete and drainage improvement project on Cabin Creek Drive East.

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

Claims & Claims Paid per Standing Order

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

- May 14, 2025
- May 21, 2025

County Attorney, Steve Franzen commented that he had reviewed the claims, and determined that everything appeared to be appropriate.

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

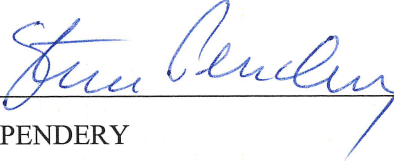
Adjournment

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 6:42 PM.

Attachments


- O-03-25: Update the official county-maintained road list, Walnut Creek Drive
- O-04-25: Amend Chapter 95 of the Code of Ordinances for excavations of streets and sidewalks
- R-27-25: Apply for funding for the recycling or disposal of waste tires
- R-28-25: Approve the Campbell County Health Department Tax Rate
- R-29-25: Approve funding for the County Attorney's Office
- R-30-25: Approve funding for the Transit Authority of Northern Kentucky (TANK)
- O-05-25: Fiscal Year 2026 Budget Ordinance, First Reading
- R-31-25: Authorize a revision to the Interlocal Agreement between the Fiscal Court & City of Cold Spring
- R-32-25: Execute a contract between the Fiscal Court and the KYTC Department of Rural and Municipal Aid
- Claims & Claims Paid per Standing Order:
 - May 14, 2025
 - May 21, 2025

Approved:



STEVE PENDERY
Judge/Executive

Attest:



JANIE PATTERSON
Fiscal Court Clerk