

**CAMPBELL COUNTY, KENTUCKY FISCAL COURT
MINUTES**

June 4, 2025

The Campbell County Fiscal Court held a regular meeting on Wednesday, June 4, 2025, at 9:00 AM, at the Campbell County Courthouse, 8352 East Main Street, Alexandria, Kentucky. Campbell Media recorded the regular meeting and broadcast 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
Assistant County Administrator, Justin Otto
Finance Director/Treasurer, Laura Lewis
Police Chief, Craig Sorrell
Fiscal Court Clerk, Janie Patterson

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 21, 2025.

Motion was made to approve the minutes from the Regular Fiscal Court Meeting on May 21, 2025 by Commissioner Geoff Besecker, seconded by Commissioner Brian Painter. All voted "Aye" and the motion passed.

Guests

Michael Curtis formally recognized for his promotion to Police Sergeant

Police Chief, Craig Sorrell introduced Sergeant Michael Curtis and gave a brief background about his experience, noting that he has been with the Campbell County Police Department since 2018.

Judge/Executive, Steve Pendery offered his personal congratulations and congratulations on behalf of the Fiscal Court. He said he has a very high opinion of the Campbell County Police Force and that Sergeant Curtis has an impressive collection of talent.

Amber Conrad recognized as the Kentucky Association of School Resource Officers Region 4 Winner

Police Chief, Craig Sorrell introduced Amber Conrad and congratulated her for an award she received from the Kentucky Association of School Resource Officers for the 2024 – 2025 School Year.

Kim Webb, CEO of the Emergency Shelter of Northern Kentucky

Emergency Shelter of Northern Kentucky (ESNKY) CEO, Kim Webb presented an update on Campbell County's winter sheltering programs from the past winter. Ms. Webb said overnight shelter programs are available to men year-round, and to all adults from November 1st through March 31st. She said ESNKY embraces a community-based shelter model, allowing guests to stay in their community to maintain relationships, employment, and dignity. She explained the various onsite services that are offered to all guests which include: showers, self-service laundry, cell phone charging, free Wi-Fi, clothing, consultations and referrals, and computer access. Ms. Webb gave the following breakdown of services and programs and the percentage of people who self-reported Campbell County as last known address:

- Emergency Shelter, 719 Guests, 9.32% self-reported Campbell County as last known address
- RISE Program 53 Guests, 11.32% self-reported Campbell County as last known address
- Housing Work Program, 39 Guests, 20.51% self-reported Campbell County as last known address
- Shower & Laundry, 863 Guests, 4.75% self-reported Campbell County as last known address
- Seasonal Overflow, 135 Guests, 12.59% self-reported Campbell County as last known address

Ms. Webb gave the following breakdown of the Campbell County Cold Shelter:

- 166 guests served
- 47% of guests had never previously accessed ESNKY services
- 53% of guests had previously accessed services at ESNKY
- 25% of the 166 guests continue to access services at ESNKY after the program concluded
- 28 nights of program activation: St. Paul's 12 nights and RCC 16 nights
- 877 total bed nights
- 15 law enforcement/hospital referrals
- 0.22% critical incident rate

Judge/Executive, Steve Pendery said he appreciates the work that Ms. Webb is doing.

Ms. Webb thanked Jailer Jim Daley and said he is a huge reason why the program was a success. She said that due to Northern Kentucky's housing situation, more people are entering the program than leaving the program and homeless numbers are way up.

Judge Pendery said the circumstances are difficult and not improving and the community owes Ms. Webb a debt of gratitude for the work that she does.

Tricia Watts, Executive Director of the WAVE Foundation at Newport Aquarium

Executive Director of the WAVE Foundation at the Newport Aquarium, Tricia Watts provided an update on their new space and the services and programs they provide. She said WAVE Foundation inspires and fosters environmental stewards of aquatic life through education, conservation, and volunteerism. WAVE and Newport Aquarium work in strategic parallel to drive WAVE's mission to nearly 1 million Newport Aquarium visitors and to hundreds of thousands of regional community members annually. WAVE focuses on experiencing wonder, gaining knowledge, taking action, conservation, and community engagement.

Judge/Executive, Steve Pendery presented Director Watts with a Proclamation declaring June 8, 2025 as "WAVE Water Warrior Day".

New Business

County Administrator, Matt Elberfeld presented new business.

Ordinance O-06-25: First Reading

County Administrator, Matt Elberfeld read the title summary for the first reading of Ordinance O-06-25, "An Ordinance updating the Official Zoning Map for Unincorporated Campbell County to rezone approximately 6.2 acres encompassing the parcels: 999-99-23-146.07 at 1030 Cooper Bain Road, 999-99-23-146.02 at 10759 Alexandria Pike, and 999-99-22-944.00 at 10803 Alexandria Pike; Associated rights-of-way would be added to the centerlines of the adjacent roads from Agricultural One (A-1) Zone to Rural Commercial (RC) Zone."

There will be a request for a motion to adopt Ordinance O-06-25 after the second reading.

Ordinance O-07-25: First Reading

County Administrator, Matt Elberfeld read the title summary for the first reading of Ordinance O-07-25, "An Ordinance of the Campbell County Fiscal Court amending Chapter 71 of the Code of Ordinances for Traffic Rules, Chapter 73 of the Code of Ordinances for Traffic Schedules, and Chapter 95 of the Code of Ordinances for the official Campbell County Maintained Road List.

There will be a request for a motion to adopt Ordinance O-07-25 after the second reading.

Ordinance O-08-25: First Reading

County Administrator, Matt Elberfeld read the title summary for the first reading of Ordinance O-08-25, “An Ordinance of the Campbell County Fiscal Court amending Chapter 72 “Parking Regulations” of the Code of Ordinances.”

There will be a request for a motion to adopt Ordinance O-08-25 after the second reading.

Resolution R-33-25

County Administrator, Matt Elberfeld read the title summary for Resolution R-33-25, “A Resolution of the Campbell County Fiscal Court authorizing the Judge/Executive to execute a contract with Fares J. Radel Funeral Homes to provide Pauper Burial and Indigent Cremation Services.”

Motion was made to adopt Resolution R-33-25 by Commissioner Brian Painter, seconded by Commissioner Tom Lampe. All voted “Aye” and Resolution R-33-25 passed.

Resolution R-34-25

County Administrator, Matt Elberfeld read the title summary for Resolution R-34-25, “A Resolution of the Campbell County Fiscal Court amending the Administrative Code and acknowledging the Annual Review of the Campbell County Administrative Code.”

Motion was made to adopt Resolution R-34-25 by Commissioner Tom Lampe, seconded by Commissioner Brian Painter. All voted “Aye” and Resolution R-34-25 passed.

Personnel

Resolution R-35-25

County Administrator, Matt Elberfeld read the title summary for Resolution R-35-25, “A Resolution of the Campbell County Fiscal Court authorizing the addition of a Housing Program Coordinator, appointing Housing Specialist Brandi Fritsche to the Housing Program Coordinator Position, and authorizing corresponding amendments to the “Authorized Position List” of the Campbell County Administrative Code.”

Motion was made to adopt Resolution R-35-25 by Judge/Executive, Steve Pendery, seconded by Commissioner Geoff Besecker. All voted “Aye” and Resolution R-35-25 passed.

Motion

County Administrator, Matt Elberfeld read a motion to accept the resignation of Captain Thomas Nitschke of the Campbell County Police Department effective July 31, 2025. Captain Nitschke is retiring with over 23 years of service to the Campbell County Police Department.

Judge/Executive Steve Pendery congratulated Captain Thomas Nitschke.

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

Mr. Elberfeld said the Captain promotion process is lengthy.

Executive Order

County Administrator, Matt Elberfeld read a motion to appoint Matthew Spradlin as a full-time Maintenance Technician in the Campbell County Facilities and Fleet Department effective June 8, 2025.

Motion was made by Judge/Executive, Steve Pendery, seconded by Commissioner Brian Painter. 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 Park Technician to fill the vacancy created by the promotion of Matthew Spradlin.

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 the following seasonal employees for the 2025 Facilities Maintenance, Parks and Golf season effective June 5, 2025.

- Molly Twehues, Park Attendant (SBE), \$15.00 Rate/Hour
- Connor Perry*, Park Attendant (SBE), \$15.00 Rate/Hour

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

Motion

County Administrator, Matt Elberfeld read a motion to accept the resignation of full-time Housing Inspector, Benjamin Speeth effective June 2, 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 authorize staff to advertise, interview and make a hiring recommendation for a full-time Housing Inspector to fill the vacancy created by the resignation of Benjamin Speeth.

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

Finance Director/Treasurer's Report

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

Resolution R-36-25

Finance Director/Treasurer, Laura Lewis read the title summary for Resolution R-36-25, "A Resolution of the Campbell County Fiscal Court Granting Sheriff Mike Jansen his Quietus for 2024 taxes."

Finance Director/Treasurer, Laura Lewis said she had verified that the county has received the tax receipts as outlined and expected to be paid in the tax settlement. 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-36-25 by Commissioner Geoff Besecker, seconded by Commissioner Tom Lampe. All voted "Aye" and Resolution R-36-25 passed.

Resolution R-37-25

Finance Director/Treasurer, Laura Lewis read the title summary for Resolution R-37-25, "A Resolution of the Campbell County Fiscal Court authorizing the Campbell County Coroner, Dr. Mark Schweitzer, to deputize one additional Deputy Coroner as allowed in Kentucky Revised Statute 64.185."

Ms. Lewis explained that during the Fiscal Year 2026 budget planning, the County Coroner, Dr. Mark Schweitzer requested the addition of one Deputy Coroner to assist with the coverage of his 24 hours/7 days a week schedule. The Coroner's budget as proposed for payroll and operating expenses in Fiscal Year 2026 is not going to be increased. The Coroner is currently authorized for up to four deputy coroners on his staff which according to KRS 64.185 is based on the estimated July 1, 2024 US Census Bureau population of 94,008.

Motion was made to adopt Resolution R-37-25 by Judge/Executive, Steve Pendery, seconded by Commissioner Geoff Besecker. All voted "Aye" and Resolution R-37-25 passed.

Motion

Finance Director/Treasurer, Laura Lewis requested a motion to renew the current terms of the Fuel Delivery Agreement with Valor Oil for Fiscal Year 2026. Ms. Lewis explained this is an extension of the current terms of the agreement for gasoline and on-road diesel fuel to be delivered to the Road Department and to AJ Jolly Golf Course on an as-needed basis, and the price has not increased.

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 to renew the current terms of the Road Salt Agreement with Compass Minerals for Fiscal Year 2026 with a two percent price increase.

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

Budget Transfers

Finance Director/Treasurer, Laura Lewis requested a motion to approve Budget Transfers dated:

- May 31, 2025

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

Interfund Transfers

Finance Director/Treasurer, Laura Lewis requested a motion to approve Interfund Transfers dated:

- May 31, 2025

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

Claims & Claims Paid per Standing Order

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

- May 28, 2025
- June 1, 2025 (Employee Benefits)
- June 4, 2025

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

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

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.

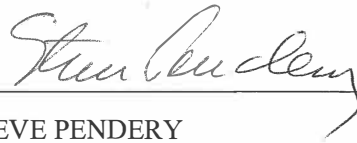
Adjournment

There being no further business to come before the Fiscal Court, Commissioner Geoff Besecker made a motion to adjourn the meeting; Commissioner Brian Painter offered a second to the motion. All voted “Aye” and the meeting adjourned at 10:04 AM.

Attachments

- R-33-25: Execute a contract with Fares J. Radel Funeral Homes for Pauper Burial & Indigent Cremation Services
- R-34-25: Amend the Campbell County Administrative Code & Acknowledge the Annual Review of the Administrative Code
- R-35-25: Administrative Code Revisions – Housing Department
- R-36-25: Grant Campbell County Sheriff Mike Jansen his quietus for the 2024 tax year
- R-37-25: Authorize the Campbell County Coroner one additional Deputy Coroner
- Budget Transfers: May 31, 2025
- Interfund Transfers: May 31, 2025
- Claims & Claims Paid per Standing Order:
 - May 28, 2025
 - June 1, 2025 (Employee Benefits)
 - June 4, 2025

Approved:



STEVE PENDERY
Judge/Executive

Attest:



JANIE PATTERSON
Fiscal Court Clerk