

**CAMPBELL COUNTY, KENTUCKY FISCAL COURT  
MINUTES**

**June 18, 2025**

The Campbell County Fiscal Court held a regular meeting on Wednesday, June 18, 2025, at 5:30 PM, at the Campbell County Administration Building, 1098 Monmouth Street, Newport, Kentucky. Campbell Media recorded the 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  
County Attorney, Steve Franzen

County Administrator, Matt Elberfeld  
Assistant County Administrator, Justin Otto  
Finance Director/Treasurer, Laura Lewis  
Police Captain, Chris Lauer

**Regular Meeting**

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

**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 4, 2025.

Motion was made to approve the minutes from the Regular Fiscal Court Meeting on June 4, 2025 by Commissioner Geoff Besecker, seconded by Commissioner Brian Painter. All voted “Aye” and the motion passed.

## Guests

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

Campbell County Senior Center Manager, Marsha Dufeck, and Wellness Center Specialist, Jessica Shields, presented the annual Senior Center update. Ms. Dufeck said the Center’s mission is to guide individuals on their personal wellness journey by providing resources that enhance, improve, and balance all dimensions of wellness. Memberships are free to individuals aged 60 and older. The Center’s amenities include: computers, 27 exercise machines, a library, a cafeteria, a pool table, and card tables. They partner with H2 Health in Alexandria, KY to offer quarterly sports massages to members. The Center has two robotic dogs, Freckles and Pancake, that are popular among members who are no longer able to take care of pets. The Center offers many social and wellness activities; the most popular activities include card games, bingo, line dancing, and yoga.

Starting from the beginning of July 2024, until the end of May 2025 the Center provided 87,298 units of service, which is best described as a “point” received for each activity a person does on a particular day.

Ms. Shields said that in 2024 the Center received a \$30,000 grant to purchase a KoreBalance machine, which helps people reduce their fall risk by 40 – 60 percent within the first six weeks of regular use. Since the machine’s installation, 197 individuals have used the KoreBalance machine a total of 1,422 times. Ms. Shields applied for another grant and received \$6,000 to purchase another balance machine called the Marodyne LiV, which has been proven to reduce fall risk by 56 percent.

Ms. Shields announced that the Senior Picnic is September 24, and this year’s theme is “Island Time.”

Ms. Shields is now certified to support veterans, which means she can help veterans aged 60 and older with the DD Form 214, military benefit information, veteran centers and burial information, compensation guidance, and local programs and resources.

Commissioner Tom Lampe commented that he really appreciates the work that Marsha and Jessica do and thanked them and their staff, and that he loves seeing the success of the grant writing.

Commissioner Brian Painter asked for background information on how they got started in the senior wellness portion of the services that they offer.

Judge/Executive, Steve Pendery said he continues to be amazed at the work that gets done at the Campbell County Senior Center and thanked them both.

## Old Business

County Administrator, Matt Elberfeld presented old business.

***O-05-25: Second Reading***

County Administrator, Matt Elberfeld read the title summary for the second 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.”

Motion was made to adopt Ordinance O-05-25 by Commissioner Geoff Besecker, seconded by Commissioner Tom Lampe. All voted “Aye” and Ordinance O-05-25 passed.

***O-06-25: Second Reading***

County Administrator, Matt Elberfeld read the title summary for the second 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.”

Motion was made to adopt Ordinance O-06-25 by Commissioner Geoff Besecker, seconded by Commissioner Tom Lampe. All voted “Aye” and Ordinance O-06-25 passed.

***O-07-25 Ordinance: Second Reading***

County Administrator, Matt Elberfeld read the title summary for the second 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.”

Motion was made to adopt Ordinance O-07-25 by Commissioner Geoff Besecker, seconded by Commissioner Tom Lampe. All voted “Aye” and Ordinance O-07-25 passed.

***Ordinance O-08-25: Second Reading***

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

Motion was made to adopt Ordinance O-08-25 by Commissioner Geoff Besecker, seconded by Judge/Executive, Steve Pendery. All voted “Aye” and Ordinance O-08-25 passed.

**New Business**

County Administrator, Matt Elberfeld presented new business.

***Motion***

County Administrator, Matt Elberfeld read a motion of the Fiscal Court authorizing the Judge Executive to apply for and execute all necessary documents to spend up to \$115,000 on an Army Corps of Engineers’ Planning Assistance to States Program Grant. The \$115,000 is the 50% local match required to partner with

the Army Corps to assist with determining the most feasible access points into the Ohio River from Campbell County, KY. If approved, the study will focus on Pendery Sports Park and the Ohio River Shoreline in Campbell County, KY.

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

## **Personnel**

### ***R-38-25 Resolution***

County Administrator, Matt Elberfeld read the title summary for Resolution R-38-25, “A Resolution of the Campbell County Fiscal Court authorizing the addition of two full-time Animal Control Officers and authorizing corresponding amendments to the “Authorized Position List” of the Campbell County Administrative Code.”

Motion was made to adopt Resolution R-38-25 by Judge/Executive, Steve Pendery, seconded by Commissioner Tom Lampe. All voted “Aye” and Resolution R-38-25 passed.

### ***Motion***

County Administrator, Matt Elberfeld read a motion to authorize staff to advertise, interview and make hiring recommendations for two full-time Animal Control Officers added in Resolution R-38-25.

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

### ***R-39-25 Resolution***

County Administrator, Matt Elberfeld read the title summary for Resolution R-39-25, “A Resolution of the Campbell County Fiscal Court authorizing the addition of a Finance Manager, appointing Business Analyst Greg Fassler to the Finance Manager position, eliminating the Business Analyst Position and authorizing corresponding amendments to the “Authorized Position List” of the Campbell County Administrative Code.”

Motion was made to adopt Resolution R-39-25 by Judge/Executive, Steve Pendery, seconded by Commissioner Tom Lampe. All voted “Aye” and Resolution R-39-25 passed.

### ***R-40-25 Resolution***

County Administrator, Matt Elberfeld read the title summary for Resolution R-40-25, “A Resolution of the Campbell County Fiscal Court authorizing the addition of one full-time Information Technology Specialist, appointing Information Technology Technician David Abbott to the Information Technology Specialist position, eliminating the Information Technology Technician position and authorizing corresponding amendments to the “Authorized Position List” of the Campbell County Administrative Code.”

Motion was made to adopt Resolution R-40-25 by Judge/Executive, Steve Pendery, seconded by Commissioner Brian Painter. All voted “Aye” and Resolution R-40-25 passed.

***R-41-25 Resolution***

County Administrator, Matt Elberfeld read the title summary for Resolution R-41-25, “A Resolution of the Campbell County Fiscal Court authorizing the Tax Compliance Officer, Tax Specialist, and Tax Clerk positions in the Occupational Tax Department to increase standard hours from 35 hours per week to 40 hours per week and authorizing corresponding amendments to the “Authorized Position List” of the Campbell County Administrative Code.”

Motion was made to adopt Resolution R-41-25 by Judge/Executive, Steve Pendery, seconded by Commissioner Geoff Besecker. All voted “Aye” and Resolution R-41-25 passed.

***Executive Order***

County Administrator, Matt Elberfeld read a motion to approve pay rates for Fiscal Year 2026 effective June 15, 2025 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 Geoff Besecker. 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 4 in accordance with the current FOP working agreement effective June 30, 2025.

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 Wayne Herolaga to Police Officer 2 in accordance with the current FOP working agreement effective July 1, 2025.

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 July 1, 2025.

- Anthony Rapp, Golf Course Attendant II (PTNB), \$16.00 Rate/Hour
- Steven Teegarden, Golf Course Maintenance Worker (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.

***Executive Order***

County Administrator, Matt Elberfeld read a motion to appoint Allison Bahr as the full-time Administrative Assistant – Planning & Zoning in the Campbell County Planning & Zoning Department effective July 7, 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 accept the resignation of full-time Park Technician, Michael Tarlton effective June 13, 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 Park Technician to fill the vacancy created by the resignation of Michael Tarlton.

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

**Board Appointments**

***Executive Order***

County Administrator, Matt Elberfeld read a motion to appoint Adam Koenig to the Campbell County Board of Assessment Appeals as a Fiscal Court appointee for a two-year term effective June 16, 2025 through June 15, 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 accept the resignation of George Kees from the Campbell Fire/Rescue Board of Directors.

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 Steve Halpin as a Judge/Executive Appointment to the Campbell Fire/Rescue Board of Directors for the one-year remainder of an unexpired term beginning July 1, 2025 through June 30, 2026. George Kees previously stepped down from the board and Mr. Halpin will fill the remainder of the term.

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 George Kees as a Judge/Executive appointment to the Central Campbell Fire District Board of Trustees for a three-year term beginning July 1, 2025 through June 30, 2028. Mr. Kees will replace Chuck Pettit who chose not to seek reappointment after 24 years of service.

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 Paul See as a Judge/Executive appointment to the Campbell Fire/Rescue Board of Directors for a three-year term beginning July 1, 2025 through June 30, 2028. Mr. See will replace Benard Henke on the board.

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 reappoint Keith Daniels to the Campbell County Fire Protection District Number 6 (Melbourne) Board of Trustees as a Judge/Executive appointment for a three-year term effective July 1, 2025 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 Administrator’s Report**

County Administrator, Matt Elberfeld presented a report.

***Motion***

County Administrator, Matt Elberfeld requested a motion to authorize the Judge/Executive to execute a Payment In Lieu of Taxes (PILOT) Agreement with the City of Cold Spring, the Campbell County School District, and Merus LLC, an Ohio limited liability company, and its successors, permitted assigns and/or transferees. The City of Cold Spring 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 Judge/Executive, Steve Pendery, seconded by Commissioner Geoff Besecker. All voted “Aye” and the motion passed.

***Motion***

County Administrator, Matt Elberfeld requested a motion to meet in Executive Session pursuant to KRS 61.810(1)(b) for deliberations on the future acquisition or sale of real property by a public agency, but only when publicity would be likely to affect the value of a specific piece of property to be acquired for public use or sold by a public agency.

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

Motion was made to come out of Executive Session by Commissioner Brian Painter, seconded by Geoff Besecker. All voted “Aye” and the motion passed.

**County Commissioners’ Report**

Commissioner Geoff Besecker said he had recently attended the Joint Summer Conference hosted by the KY Magistrates & Commissioners Association and the KY County Judge/Executive Association in Lexington, Kentucky and thanked the county for the opportunity. He highlighted some of topics that were most beneficial including road funding, jail funding, and School Resource Officers. He thanked the Fiscal Court for the solid plan already set up for School Resource Officers. Commissioner Besecker said there was a quick update on the interim session for the legislature moving into the budget year.

Commissioner Brian Painter said he had recently attended a Northern Kentucky Chamber of Commerce event focused on manufacturing in Kentucky. The main problem in manufacturing is recruiting enough qualified people and getting them to stay due to the housing crisis. He said that overall manufacturing is still robust in America.

**Judge/Executive’s Report**

Judge/Executive Steve Pendery gave the following announcements:

***Special Meeting June 30, 2025***

There will be a special meeting of the Campbell County Fiscal Court on Monday, June 30<sup>th</sup> at 10 AM in the Fiscal Court Chambers located at 1098 Monmouth Street in Newport. The purpose of the special meeting will be to approve any final year end transactions.

***Cancel Regular Meeting July 2, 2025***

Judge/Executive, Steve Pendery requested a motion to cancel the regular meeting of the Campbell County Fiscal Court scheduled for July 2, 2025 at the Alexandria Courthouse. The meeting will be cancelled due to the special meeting occurring two days prior.

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



### ***AJ Jolly Park Upcoming Events***

Join us at AJ Jolly Park for all of our upcoming events. Events in June include a Movie Night featuring Moana 2 on Friday, June 20<sup>th</sup> at the Stapleton Pavilion, and a Jolly Thursday with Science Heroes at 10 AM on June 26<sup>th</sup>. On July 10<sup>th</sup> we offer another Jolly Thursday featuring the Kentucky Reptile Zoo, and on Saturday, July 12<sup>th</sup> the popular Sun Valley Music Festival returns to the Stapleton Pavilion. For additional information please visit [www.ajjollypark.com](http://www.ajjollypark.com).

### **Finance Director/Treasurer's Report**

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

#### ***Resolution R-42-25***

Finance Director/Treasurer, Laura Lewis read the title summary for Resolution R-42-25, "A Resolution to renew a contract with the Kentucky Association of Counties All Lines Fund (KALF) for property and liability insurance coverage effective July 1, 2025 through June 30, 2026." The premium increase of 7% for Fiscal Year 2026 is attributable to increases related to significant law enforcement liability losses statewide over the prior 5-year period. The premium cost was included in the FY 2026 budget.

Motion was made to adopt Resolution R-42-25 by Judge/Executive, Steve Pendery, seconded by Commissioner Geoff Besecker. All voted "Aye" and Resolution R-42-25 passed.

#### ***Resolution R-43-25***

Finance Director/Treasurer, Laura Lewis read the title summary for Resolution R-43-25, "A Resolution of the Fiscal Court to renew a contract with the Kentucky Association of Counties for Workers' Compensation (WC) Insurance coverage effective July 1, 2025 through June 30, 2026." The premium increase of 2% for Fiscal Year 2026 is related to an increase of 1 cent for the clerical category and includes a discount of 11% for being a certified drug-free workplace. The premium cost was included in the FY 2026 budget.

Motion was made to adopt Resolution R-43-25 by Judge/Executive, Steve Pendery, seconded by Commissioner Brian Painter. All voted "Aye" and Resolution R-43-25 passed.

#### ***Resolution R-44-25***

Finance Director/Treasurer, Laura Lewis read the title summary for Resolution R-44-25, "A Resolution declaring certain County-owned personal property as surplus and authorizing the Finance Director/Treasurer to sell or otherwise dispose of such property."

Motion was made to adopt Resolution R-44-25 by Judge/Executive, Steve Pendery, seconded by Commissioner Geoff Besecker. All voted "Aye" and Resolution R-44-25 passed.

#### ***Motion***

Finance Director/Treasurer, Laura Lewis requested a motion to authorize the Judge/Executive to enter into a service contract with Lynn Imaging for support of an HP DesignJet XL3600. The service contract will provide all toner, parts, labor, maintenance, service and help desk support with a guaranteed average 4-hour service response time.

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 for the purchase of Video Communication Pods for the Campbell County Detention Center. These pods are sound masking units that permit inmates their authorized, private, court-related communications. These pods and the materials used in their construction are designed specifically for use in a correctional facility. The estimated cost will be funded through the CCDC Commissary Fund and is included in the FY 2026 budget.

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 to accept material bids for asphalt, culvert pipe, stone, and concrete.

Motion was made by Judge/Executive, Steve Pendery, seconded by Commissioner Geoff Besecker. 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:

- June 2, 2025 (Community Development Block Grant)
- June 11, 2025
- June 18, 2025

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

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

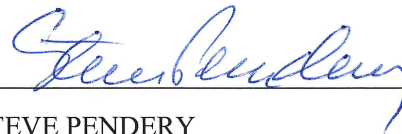
**Adjournment**

There being no further business to come before the Fiscal Court, Commissioner Geoff Besecker made a motion to adjourn the meeting; Judge/Executive, Steve Pendery offered a second to the motion. All voted “Aye” and the meeting adjourned at 6:26 PM.

## Attachments

- O-05-25: Second Reading: Fiscal Year 2026 Budget Ordinance
- O-06-25: Update the Official Zoning Map – Parcels at Cooper Bain Road & Alexandria Pike
- O-07-25: Amend Code of Ordinances – Traffic Rules, Traffic Schedules, Maintained Road List
- O-08-25: Amend Code of Ordinances – Parking Regulations
- R-38-25: Add two full-time Animal Control Officers
- R-39-25: Add a full-time Finance Manager, Appoint Greg Fassler to the Finance Manager position, Eliminate the Business Analyst position
- R-40-25: Add one full-time Information Technology Specialist, Appoint David Abbott to the Information Technology Specialist position, Eliminate the Information Technology Technician position
- R-41-25: Increase the standard hours in the Occupational Tax Department
- R-42-25: Renew a contract with the Kentucky Association of Counties All Lines Fund for Property and Liability Insurance coverage
- R-43-25: Renew a contract with the Kentucky Association of Counties for Workers' Compensation Insurance coverage
- R-44-25: Declare certain County-owned personal property as surplus and authorize the Finance Director/Treasurer to sell or otherwise dispose of such property
- Claims & Claims per Standing Order:
  - June 2, 2025 (Community Development Block Grant)
  - June 11, 2025
  - June 18, 2025

Approved:



STEVE PENDERY  
Judge/Executive

Attest:



JANIE PATTERSON  
Fiscal Court Clerk