

**CAMPBELL COUNTY, KENTUCKY FISCAL COURT
MINUTES**

December 17, 2025

The Campbell County Fiscal Court held a regular meeting on Wednesday, December 17, 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, 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 convened the meeting at 5:30 PM.

Roll Call

Following the roll call, a quorum was confirmed.

Minutes

Judge/Executive, Steve Pendery requested a motion to approve the minutes of the Regular Fiscal Court Meeting on December 3, 2025.

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

Old Business

County Administrator, Matt Elberfeld presented old business.

Ordinance O-10-25: Second Reading

County Administrator, Matt Elberfeld read the title summary for Ordinance O-10-25, “An Ordinance of the Campbell County Fiscal Court amending Chapter 90 of the Code of Ordinances for Animals.” Mr. Elberfeld explained this ordinance would amend Section 90.12, Licensing and Registration of Dogs, by eliminating the current fee and streamlining the registration process, with the intent of increasing compliance. The ordinance is scheduled to take effect on July 1, 2026.

Animal Services Director, Lisa Krummen was present to answer any questions if needed.

Motion was made to adopt Ordinance O-10-25 by Commissioner Geoff Besecker, seconded by Commissioner Tom Lampe. All voted “Aye” and the motion passed.

Ordinance O-11-25: Second Reading

County Administrator, Matt Elberfeld read the title summary for Ordinance O-11-25, “An Ordinance of the Campbell County Fiscal Court amending Chapter 90 of the Code of Ordinances for Animals.” Mr. Elberfeld explained this ordinance will primarily update sections 90.01 Definitions, 90.03 Vicious Animals, 90.09 Humane Treatment of Animals, and add sections 90.16 Animals and Livestock to Be Under Control, and 90.17 Cost of Care.

Motion was made to adopt Ordinance O-11-25 by Commissioner Brian Painter, seconded by Commissioner Geoff Besecker. All voted “Aye” and the motion passed.

Judge/Executive, Steve Pendery thanked Animal Services Director, Lisa Krummen for being present to answer any questions if needed.

New Business

County Administrator, Matt Elberfeld presented new business.

Resolution R-78-25

County Administrator, Matt Elberfeld read the title summary for Resolution R-78-25, “A Resolution of the Campbell County Fiscal Court amending the Campbell County Animal Services Operations Manual.”

Motion was made to adopt Resolution R-78-25 by Commissioner Geoff Besecker, seconded by Judge/Executive, Steve Pendery.

Commissioner Geoff Besecker noted that much of the work in 2025 focused on Animal Services. He attributed this progress to the expertise and dedication of Director Lisa Krummen, as well as the efforts of staff to improve efficiency and expand services which benefit the animals, staff, and the community as a whole.

All voted “Aye” and the motion passed.

Resolution R-79-25

County Administrator, Matt Elberfeld read the title summary for Resolution R-79-25, “A Resolution of the Campbell County Fiscal Court authorizing the Judge/Executive to execute an agreement with River Metals Recycling for Scrap material processing.”

Motion was made to adopt Resolution R-79-25 by Judge/Executive, Steve Pendery, seconded by Commissioner Tom Lampe. All voted “Aye” and the motion passed.

Personnel

Motion

County Administrator, Matt Elberfeld read a motion to accept the resignation of Housing Director Sarah Collins, effective January 30, 2026, who will be retiring with over 25 years of service with the Campbell County Department of Housing.

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

Judge Pendery stated that Ms. Collins has demonstrated consistent excellence over her 25 years of service, contributing significantly across multiple areas. He noted that she has been a highly valued employee and will be greatly missed.

All voted “Aye” and the motion passed.

Resolution R-80-25

County Administrator, Matt Elberfeld read the title summary for Resolution R-80-25, “A Resolution of the Campbell County Fiscal Court authorizing the Housing Director to increase standard hours from 35 hours per week to 40 hours per week, appointing Deputy Director – Housing, Brandi Fritsche to the Housing Director position, eliminating the Deputy Director – Housing and Housing Program Coordinator positions and authorizing corresponding amendments to the “Authorized Position List” of the Campbell County Administrative Code.”

Motion was made to adopt Resolution R-80-25 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 John Bright to Police Officer 8 in accordance with the current FOP working agreement effective December 26, 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 advance Police Officer Storm Painter to Police Officer 3 in accordance with the current FOP working agreement effective December 29, 2025.

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 read a motion to award the Campbell County Public Safety Building Construction Manager at Risk (CMAR) request for proposals to Conger Construction Group and further authorize the Judge/Executive to execute any and all contracts for said award, including but not limited to AIA Document A133 Standard Form of Agreement Between Owner and Construction Manager, and any relevant appendices including Guaranteed Maximum Price, Preconstruction Services, General Conditions and others. Mr. Elberfeld explained the Fiscal Court sought proposals for a construction manager and received seven responses, three of which were interviewed as finalists. The review committee recommends Conger Construction Group based on a combination of pricing, interview, and relevant project experience. Conger's CMAR fee is 2.1% and preconstruction services will be provided for a fee not to exceed \$80,000.

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

Commissioner Tom Lampe thanked Mr. Elberfeld and staff for the magnitude of their work on the project, noting that it has been a lengthy and highly detailed process and an important undertaking for the county and its residents.

Commissioner Geoff Besecker echoed Commissioner Lampe's comments and stated that the project has been designed with efficiency as a priority. He emphasized that efficiency directly translates to value, which cannot be overstated, and noted that the goal is not simply to construct a building, but to ensure long-term cost savings and a facility that remains functional and effective for decades to come.

All voted “Aye” and the motion passed.

County Attorney's Report

County Attorney Steve Franzen announced Attorney Jim Dady will replace Bob List. Mr. Dady has strong writing skills and attention to detail.

County Commissioners' Report

Commissioner Geoff Besecker reported that he attended the Northern Kentucky Chamber of Commerce Eggs N' Issues: State of Retail in Northern Kentucky and provided a brief summary of the event. He noted

the value of hearing how businesses are working to better connect with customers and encouraged residents to support local small businesses during their holiday shopping, emphasizing that small businesses are key supporters of local teams and contributors to numerous community causes.

Commissioner Tom Lampe announced a fun fact that Campbell County was established 231 years ago on December 17, 1794. He also wished everyone a Happy Holiday Season.

Commissioner Brian Painter wished everyone a Merry Christmas and a Happy New Year.

Judge/Executive's Report

Judge/Executive, Steve Pendery extended holiday greetings and expressed his gratitude for the Campbell County government family, commending their dedication, qualities, and the work accomplished over the years, as well as the important work to be undertaken in the coming year.

Finance Director/Treasurer's Report

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

Resolution R-81-25

Finance Director/Treasurer, Laura Lewis read the title summary for Resolution R-81-25, "A Resolution of the Campbell County Fiscal Court authorizing the County Judge/Executive to execute an application and any necessary grant documents to the Kentucky Board of Emergency Medical Services for Ambulance Block Grant Funds for Fiscal Year 2026 – 2027." Ms. Lewis explained this annual pass-through grant program is administered by OEM Deputy Director, Greg Buckler. The County receives \$10,000 from the State, and the Fire Chiefs of Campbell County have agreed that Campbell Fire/Rescue will use these funds to purchase EMS supplies for a mass-casualty incident.

Motion was made to adopt Resolution R-81-25 by Commissioner Geoff Besecker, seconded by Judge/Executive, Steve Pendery. All voted "Aye" and the motion passed.

Resolution R-82-25

Finance Director/Treasurer, Laura Lewis read the title summary for Resolution R-82-25, "A Resolution of the Campbell County Fiscal Court authorizing the Judge/Executive to execute an agreement with Sanitation District Number One (SD1) for the 50-50 Storm Water System Cost Share Program on Echo Hills and Midway Drive."

Motion was made to adopt Resolution R-82-25 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 for permission to solicit proposals for a new hosting platform and redevelopment of the County website. Ms. Lewis explained the current vendor is discontinuing service in December 2026 and proposals are needed to assess the current technology

available, costs, intuitive user interface, hosting options, site support, and ADA compliance. The current website was developed in 2018.

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 extend the current golf cart lease for AJ Jolly Golf Course for one year. Ms. Lewis explained Campbell County Fiscal Court currently leases golf carts from Dever, Inc. through PNC Equipment Finance. The current agreement was bid in Fiscal Year 2022 for a 4-year term ending on March 31, 2026. Campbell County now owns the existing GPS screens on the carts and will no longer have a payment obligation, reducing the payment by \$832.30 per month. The cost of \$4,950.89 per month is included in the Fiscal Year 2026 budget.

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

Motion

Finance Director/Treasurer, Laura Lewis requested a motion for permission to seek bids for the rehabilitation of the concrete spillway and all associated projects at AJ Jolly Lake. Ms. Lewis explained this project will serve to extend the service life of the spillway.

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

County Administrator Matt Elberfeld provided additional details regarding the project, stating that it is not at risk of catastrophic failure but that the County is taking a responsible, proactive approach. He noted that in 2026, lake access will be limited and camping will be closed. He further explained that the dam and spillway improvements are designed with an expected lifespan of 40 to 50 years.

Judge Pendery cautioned that project timelines are just estimates.

All voted “Aye” and the motion passed.

Motion

Finance Director/Treasurer, Laura Lewis requested a motion for permission to accept the bid from JTM Smith Construction for pier wall installation and slip repairs, including guardrails, on Poplar Ridge and Steffen Road.

Motion was made by Commissioner Geoff Besecker, 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 Claims & Claims Paid per Standing Order dated:

- December 5, 2025 (Employee Benefits)
- December 10, 2025
- December 17, 2025

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

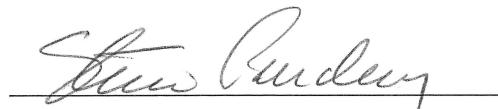
Adjournment

There being no further business to come before the Fiscal Court, Commissioner Geoff Besecker made a motion to adjourn the meeting, Judge/Executive, Steve Pendery offered a second. All voted "Aye" and the meeting adjourned at 6:04 PM.

Attachments

- O-10-25: Amend the Code of Ordinances Chapter 90 Animals, updating section 90.12 Licensing and Registration of Dogs
- O-11-25: Amend the Code of Ordinances Chapter 90 Animals, primarily updating sections 90.01 Definitions, 90.03 Vicious Animals, 90.09 Humane Treatment of Animals, and adding sections 90.16 Animals and Livestock to Be Under Control, and 90.17 Cost of Care
- R-78-25: Amend the Campbell County Animal Services Operations Manual
- R-79-25: Execute an agreement with River Metals Recycling for scrap metal recycling
- R-80-25: Increase the standard hours of the Housing Director position, appoint Brandi Fritsche to the full-time Housing Director position, eliminate the Deputy Director – Housing and Housing Program Coordinator positions, and make corresponding amendments to the Administrative Code Authorized Position List
- R-81-25: Execute an application and necessary documents to receive Ambulance Block Grant Funds
- R-82-25: Execute an agreement with SD1 for the 50-50 Storm Water System Cost Share Program
- Claims & Claims Paid per Standing Order:
 - December 5, 2025 (Employee Benefits)
 - December 10, 2025
 - December 17, 2025

Approved:



STEVE PENDERY
Judge/Executive

Attest:



JANIE PATTERSON
Fiscal Court Clerk