

**CAMPBELL COUNTY FISCAL COURT
MINUTES**

October 15, 2008

A regular meeting of the Campbell County Fiscal Court was held on Wednesday, October 15, 2008, at 5:30 p.m. at the Fiscal Court offices, 24 West Fourth Street, Newport, Kentucky.

In attendance at the meeting were:

COUNTY JUDGE/EXECUTIVE:
STEVE PENDERY

COUNTY COMMISSIONERS:
KENNETH L. RECHTIN
DAVE OTTO
MARK T. HAYDEN

Robert Horine	County Administrator
Melissa Williams	Director of Administration
Jim Seibert	Director of Fiscal Affairs
Lt. Col. Todd Straman	Assistant Chief, Campbell County Police Department
Ken Knipper	Director of OEM
Justin Verst	County Attorney
Paula K. Spicer	Fiscal Court Clerk

The meeting was called to order by Judge Pendery at 5:30 p.m.

Judge Pendery called for a moment of silence followed by the Pledge of Allegiance. Following roll call, a quorum was declared present.

Minutes from the Fiscal Court Meeting held on October 1, 2008, were presented by Judge Pendery. Motion was made by Commissioner Otto, seconded by Commissioner Hayden, to approve the minutes. All voted "AYE" and the motion passed unanimously.

Judge Pendery invited the guests to speak. Mr. J.R. Roth of the League of Kentucky Property Owners, asked if there were any upcoming changes to the planning and zoning regulations. Judge Pendery stated that he did not believe that there was any major change, and asked Robert Horine if there were any changes proposed to the subdivision regulations. Mr. Horine advised that subdivision regulations would be the next issue addressed, but the process has just begun. Mr. Roth has two concerns: Hamilton County is changing theirs to address windmills/home energy, and Kenton County has changed their sign regulations. He wondered if Campbell County would do something similar. Judge Pendery stated that the proposed changes are to

address subdivision regulations in the three counties, but no sign regulations. Mr. Roth agreed that there were no items regarding signs on NKAPC's agenda at this time for Campbell County.

Old Business was presented next. Melissa Williams read O-09-08 for second reading and passage consideration. It was read by title and summary given by title. This ordinance approves a local participation agreement relating to the establishment of a development area tax increment financing district for the Manhattan Harbour Development area in Dayton, Kentucky. Jim Parsons, Attorney for DCI Properties, the developer, was present to answer questions. Mr. Parsons advised that the development agreement in the Court's packet is the latest version of the agreement; there were no changes from the previous draft that was given to the Court. Mr. Parsons advised that last night the City of Dayton took the necessary action to create the Tax Increment Financing (TIF) District, adopted the development plan and approved the local participation agreement. Presently, the County, City of Dayton, and Library Board have acted on the local participation agreement, and the Health Board will be calling a special meeting to take the necessary action. Once the Health Board takes action, the application can be submitted to the State and the Extension District can be added later. Mr. Parsons will get all documents signed and filed within the next few days. Jim Kersting of DCI Properties thanked Judge Penderly and the Commissioners for their cooperation. Judge Penderly stated that the Fiscal Court is willing to help in any way to forward this project. Commissioner Rechlin made a motion to adopt O-09-08, seconded by Commissioner Otto. All voted "AYE" and the motion passed unanimously.

Resolution R-104-08 was read by title and summary given. This resolution authorizes the Judge/Executive to execute an addendum to the contract with the City of Crestview, Kentucky, for snow/ice removal for the 2008-2009 winter season. The only change to the contract from last year is an increase from \$225 to \$250 per maintenance trip due to an increase in the price of fuel and salt. Commissioner Rechlin made a motion to adopt R-104-08, seconded by Commissioner Otto. All voted "AYE" and the motion passed unanimously.

Resolution R-105-08 was read by title and summary given. This resolution revises the payment standards to be used in the Campbell County Housing Choice Voucher Program. The payment standards must be reviewed and revised as necessary annually; the changes are recommended by Sarah Collins, Housing Director, due to anticipated and recent increases in utility costs. Commissioner Hayden made a motion to adopt R-105-08, seconded by Commissioner Rechlin. All voted "AYE" and the motion passed unanimously.

Resolution R-106-08 was read by title and summary given. This resolution revises the payment standards to be used under the Campbell County Housing Choice Voucher Program in Pendleton County. This is similar to the previous resolution, except that the amounts are different due to the lower rents in Pendleton County. It is also part of the annual review process of the Department of Housing and Urban Development. Commissioner Otto made a motion to adopt R-106-08, seconded by Commissioner Hayden. All voted "AYE" and the motion passed unanimously.

Resolution R-107-08 was read by title and summary given. This resolution amends the Administrative Code authorized position list and organizational chart to reflect the change in job title and description of Planning and Zoning Manager to Administrative Assistant in the Planning

and Zoning Department. Due to the retirement of Bonnie Geisler, Planning and Zoning Manager, Peter Klear, Director, has recommended that the position be reclassified to Administrative Assistant. Judge Pendery made a motion to adopt R-107-08, seconded by Commissioner Hayden. All voted "AYE" and the motion passed.

Mrs. Williams requested a motion to authorize staff to advertise, interview and hire for the position of Administrative Assistant in the Planning and Zoning Department. Judge Pendery made the motion, seconded by Commissioner Hayden. All voted "AYE" and the motion passed.

Robert Horine, County Administrator, gave his report. He presented Resolution R-108-08, read by title and summary given. R-108-08 authorizes payment of claims payable from CDBG funds for the Campbell County Homebuyer Program. Mr. Horine explained that this is a continuation of the program with the Newport Millennium Housing Corporation. They have sold two additional properties: one on Liberty Street and one on Saratoga Street, and are seeking release of the funds for the second mortgages for those properties. A total of 11 homes have been sold under the Campbell County Homebuyer Program. Judge Pendery made a motion to adopt R-108-08, seconded by Commissioner Otto. All voted "AYE" and the motion passed.

Resolution R-109-08 was read by title and summary given. This resolution authorizes the County Judge/Executive to execute Change Order #1 to the contract with JPS Construction Company for improvements to Kramer Drive and Charlotte Drive. The Change Order is due to the discovery of a culvert pipe during the reconstruction of Kramer Drive. The location of the culvert pipe was unknown, and it looked as if it had been abandoned for years as it was full of dirt and gravel. The culvert pipe drains water from Hissem Road under Kramer Drive, and needs to be replaced. The contractor will remove a section of the newly constructed road and install a new culvert pipe at a cost of \$3,148.64. Mr. Horine advised that the project is nearing completion, and he will forward photographs of the work. Commissioner Rehtin made a motion to adopt R-109-08, seconded by Commissioner Hayden. All voted "AYE" and the motion passed.

Resolution R-110-08 was read by title and summary given. This resolution confirms the policy regarding employee benefits provided to members of the Fiscal Court. The policy and practice that has been in effect for over 20 years provides the members of the Fiscal Court with the same basic benefits as other full time employees of the Fiscal Court, including health insurance, life insurance, worker's compensation, employee assistance plan benefits and the opportunity to purchase dental insurance and participate in flexible spending plans. Judge Pendery made a motion to adopt R-110-08, seconded by Commissioner Rehtin. All voted "AYE" and the motion passed.

Resolution R-111-08 was read by title and summary given. This resolution establishes working committees of the Fiscal Court. Mr. Horine explained that in addition to their statutory functions, it was suggested that the members of the Fiscal Court may wish to create committees that focus on particular areas of Fiscal Court functions and activities. A list of six committees is contained in the resolution with each Commissioner serving on four committees. Commissioner Rehtin made a motion to adopt R-111-08, seconded by Commissioner Otto. All voted "AYE" and the motion passed.

The County Attorney's report was next on the agenda. Justin Verst, County Attorney, advised that there is one property owner on Kramer Road or Charlotte, that is not going to avail themselves of the loan process, but rather pay the cost in full. Robert Horine, County Administrator, stated that the County does not have the documentation from the property owner yet. A lien has not been filed on the subject property pending the owners' commitment. He will follow up with the property owner.

Commissioner Rechtin welcomed Paula Spicer to the Fiscal Court.

Commissioner Hayden stated that due to the current difficult economic times, it is important for the Fiscal Court to do even more belt-tightening than they have in the past. At the last meeting he stated that the Fiscal Court's budget is lean, however, if there are capital outlays that can be delayed they should consider delaying some major capital outlays to the extent that they can. Certain capital outlays are understandable, especially if it involves protecting equipment or property from deterioration. Judge Pendery suggested that the Budget Committee be convened to discuss this.

Judge Pendery announced that the next Mayor's meeting is on October 28, 2008, at 7:30 a.m. at the Ft. Thomas Armory.

The Fiscal Director Jim Seibert presented his report. His first item related to prior authorization from the Fiscal Court to advertise for bids for the construction of a new storage building at A J Jolly Park. One bid was received which was more than twice the amount budgeted for the project. He requested permission to reject the sole bid, and look at the possibility of readvertising. Commissioner Rechtin stated that in light of Commissioner Hayden's comments, perhaps they should review the need for the building. Robert Horine, suggested that they could simply reject the bid, hold off on readvertising and determine whether the building is needed to get through the winter. Commissioner Rechtin made a motion to reject the bid and reconsider whether they want to go forward with the project, seconded by Commissioner Otto. All voted "AYE" and the motion passed.

Resolution R-93-08 was read by title and summary given. This resolution authorizes the Campbell County Judge Executive to execute a contract with the Campbell County Board of Education for fiscal year 2009 for the provision of bus transportation of parochial school students. Mr. Seibert advised that paragraph 4 of the contract changed somewhat from the previous draft. Copies of the change were provided to the Fiscal Court. Commissioner Rechtin made a motion to adopt R-93-08, seconded by Commissioner Otto. All voted "AYE" and the motion passed.

Mr. Seibert then requested a motion to approve the claims as presented for October 15, 2008. County Attorney Justin Verst stated that he reviewed the claims and all appear appropriate. Motion was made by Commissioner Otto, seconded by Commissioner Hayden. All voted "AYE" and the motion passed.

There being no further business to come before the Fiscal Court, Commissioner Otto made a motion to adjourn, seconded by Judge Pendery. All voted "AYE" and the meeting adjourned at 5:53 p.m.

Attachments:

Ordinance O-09-08 Approves Local Participation Agreement for Manhattan Harbour project
Resolution R-104-08 Authorizes addendum to contract with City of Crestview for snow removal
Resolution R-105-08 Revises Payment Standards for Campbell County under the Housing
Choice Voucher Program
Resolution R-106-08 Revises Payment Standards for Pendleton County under the Housing
Choice Voucher Program
Resolution R-107-08 Amends Administrative Code changing Job Title and Description of
Planning and Zoning Manager to Administrative Assistant in
Planning/Zoning
Department
Resolution R-108-08 Authorizes payment of claims from CDBG funds for Campbell County
Homebuyer Program
Resolution R-109-08 Authorizes Change Order #1 to contract with JPS Construction for Kramer
Drive improvements
Resolution R-110-08 Confirms policy regarding employee benefits for members of the Fiscal
Court
Resolution R-111-08 Establishes working committees of the Fiscal Court
Resolution R-93-08 Authorizes contract with Campbell County Board of Education for fiscal
year 2009 to provide bus transportation of parochial school students
Claims of October 15, 2008

Approved:

STEVE PENDERY
Campbell County Judge/Executive

Attest:

PAULA K. SPICER
Fiscal Court Clerk