

**CAMPBELL COUNTY FISCAL COURT
MINUTES**

MAY 19, 2021

A regular meeting of the Campbell County Fiscal Court was held on Wednesday, May 19, 2021, 5:30 p.m. at the Campbell County Administration Building, Fiscal Court Chambers, 1098 Monmouth Street, Newport, Kentucky.

COUNTY JUDGE/EXECUTIVE
STEVE PENDERY
COUNTY COMMISSIONERS
GEOFF BESECKER
TOM LAMPE
BRIAN PAINTER

County Attorney Steve Franzen,
County Administrator Matt Elberfeld,
Fiscal Court Clerk Paula Spicer,
Assistant County Administrator Kim Serra,
Finance Director/Treasurer Marie Schenkel,
Police Chief Craig Sorrell

The meeting was called to order at 5:30 p.m. by Judge Pendery. Cable Access was present to film the meeting. The meeting was also broadcast live on the Fiscal Court Facebook Page.

Judge Pendery asked for a moment of silence followed by the Pledge of Allegiance.

Following roll call, a quorum was declared present.

Minutes from the Fiscal Court special meeting of May 5, 2021 were presented. Motion was made by Commissioner Painter, seconded by Commissioner Lampe to approve the minutes. All voted "Aye" and the motion passed.

At this time, Judge Pendery asked if any comments or questions had been submitted by the public. Ms. Serra replied that none had been submitted via email or on Facebook.

Steve Franzen introduced attorney Michelle Eviston from his office. Ms. Eviston has taken over for Tom Edge. She attended a Fiscal Court meeting previously when she was recognized as Child Support Attorney of the Year. Mr. Franzen added that Ms. Eviston is an asset to his team and he is happy to have her.

There being no old business, Paula Spicer presented new business with a first reading of Ordinance O-06-21. O-06-21 amends the Campbell County Code of Ordinances at Section

151.06 “Basis for Establishing the Special Flood Hazard Areas”. No vote was taken on the first reading of the ordinance.

Ordinance O-07-21 was presented for a first reading. O-07-21 adopts the 2021 S-42 Supplement to the Campbell County Code of Ordinances to include relevant ordinances and resolutions adopted between July 1, 2020 and December 31, 2020. Mr. Elberfeld clarified that this is routine codification – nothing new is added. No vote was taken on the first reading of the ordinance.

Ordinance O-08-21 was then presented for a first reading. O-08-21 relates to the annual budget and appropriations of Campbell County, Kentucky for the fiscal year 2021-2022 (FY22). Ms. Schenkel explained that after the first reading the entire budget will be sent to the KY Department of Local Government (DLG) for review. Once approved, the ordinance will hopefully be presented for a second reading on June 16. Ms. Schenkel stated that budget themes and general assumptions haven't changed much. The County budgets very conservatively and is fiscally responsible; it has very little control over revenue streams and the needs for operations define the budget not necessarily the available resources. There is no material increase in departmental operating expenses; the biggest changes are salaries, benefits and capital expenses. Most departments operate very frugally. One budget assumption is the increasing cost of jail operations. She reviewed the FY2021 budget vs. budget results adding that it does not include receipt of any CARES funds. Since they were unsure of how the COVID crisis was going to impact the County, measures were taken to lower revenue projections and budget at a significant loss. However, she expects to break even excluding the CARES funds. Ms. Schenkel then compared the FY2021 budget with the proposed FY2022 budget. She reiterated that the County budgeted very conservatively. A \$5.3 million deficit has been budgeted. The beginning fund balance carried over does not include \$4.3 million in CARES funds. Ms. Schenkel listed some of the variances in revenue and expenditures between FY2021 and 2022. Of particular note are the 12% increase in pension contributions and an increase in workers' compensation insurance. She then talked about capital projects included in the FY2022 budget. Ms. Schenkel showed a pie chart of the County's sources of revenue and then a chart showing its expenditures. The biggest expenditure is for employee wages and benefits. She then reviewed capital investments including improvement of County infrastructure and replacement of equipment/vehicles. Grant funding is used whenever possible. One of the bigger projects in the budget is the Alexandria Clerk Annex remodel – the County Clerk's office will reimburse the Fiscal Court for all expenses related to this project. She talked about the Road Department and said that increases in County Road Aid and Municipal Road Aid are expected. Ms. Schenkel discussed the Detention Center funding and expenditures. She pointed out that much of the budget is outside of the Fiscal Court's control. She then addressed future financial considerations including long-term impact of the COVID crisis, decreasing federal and state funding, qualified workforce, future capital needs and the pension unfunded liability. Ms. Schenkel explained a chart showing the County's month-by-month cash balance and then explained the budget documentation that is sent to DLG for review. Ms. Schenkel thanked Judge Pendery, the Commissioners and Matt for their time in reviewing the budget with her. She thanked the Department heads and others for their cooperation and their time. Finally, she advised that the proposed budget will be available for review on the County's website and at the front desk of the County Administration Building. Judge Pendery stated that he, all of the Commissioners and Mr. Elberfeld have been briefed on the proposed budget. They have had ample opportunity to have their questions answered by Ms.

Schenkel. Over the years he has found that it is difficult to find good financial people to hire into local government. The Fiscal Court is blessed to have a person of Ms. Schenkel's quality and her predecessor Mr. Elberfeld. He has confidence in the numbers, that we have a handle on it, and confidence that we know what we're doing. He thanked Ms. Schenkel.

Resolution R-38-21 was read by title. R-38-21 accepts the Kentucky Highway Department's recommendations for the fiscal year 2021-2022 Rural Secondary Road Program and approves submission for use of flex funds at a later date. Commissioner Painter made a motion to adopt R-38-21, seconded by Commissioner Lampe. All voted "Aye" and the motion passed.

A motion was requested to appoint Charles Bixler to the part-time Building Inspector Level III position with compensation set at \$26.00 per hour effective June 1, 2021. Motion was made by Judge Pendery, seconded by Commissioner Lampe. All voted "Aye" and the motion passed.

A motion was requested to appoint Bob Schnitzler to the full-time Inmate Supervisor/Maintenance Worker position with compensation set at pay grade 2, \$16.00 per hour, effective May 20, 2021. Motion was made by Judge Pendery, seconded by Commissioner Lampe. All voted "Aye" and the motion passed.

A motion was requested to advance Officer Amanda Lindle from PO4 (\$24,338.10 per hour or \$50,623.25 annually) to PO5 (\$26,041.70 per hour or \$54,166.74 annually) effective May 28, 2021 in accordance with the current Fraternal Order of Police working agreement. Motion was made by Judge Pendery, seconded by Commissioner Besecker. All voted "Aye" and the motion passed.

The final item of new business was a motion to appoint Bimal Patel to the Northern Kentucky Convention and Visitors Commission to fill the unexpired term of John Cooper who resigned. Mr. Patel's term is effective May 20, 2021 through July 31, 2023. Motion was made by Judge Pendery, seconded by Commissioner Painter. All voted "Aye" and the motion passed.

The County Administrator and County Attorney had no reports.

Commissioner Besecker thanked Ms. Schenkel and her staff for putting together the budget. It is one of the biggest things that office does each year.

Commissioner Besecker congratulated the high school seniors who will be graduating this year. He wished them the best. The circumstances over the last year have made them stronger, more flexible and lean on their friends and family more.

Commissioner Besecker asked for patience from drivers especially in the south County through Alexandria and Cold Spring. There are some significant road projects just announced that will take place on US 27 and Camel Crossing. These are projects that many residents of the County have asked to be worked on/repared.

Neither Commissioner Lampe, nor Commissioner Painter had reports.

Judge Pendery announced that the Campbell County Extension Service is seeking volunteers to help clean the Ohio Riverbank. RiverSweep 2021 will be held on Saturday, June 19th from 10am to noon at Pendery Park, Route 8 near Melbourne. Please call the Extension Service at 859-572-2600 or visit www.campbell.ca.uky.edu to register. This event is limited to 50 individuals.

Ms. Schenkel presented the Finance Director/Treasurer's report beginning with a motion to accept the bid of Greenville Turf and Tractor in the amount of \$62,817.51 for the purchase of a John Deere 7700A fairway mower for golf course maintenance. This mower replaces a 22-year old unit that has reached the end of its useful life. Three bids were received. Mr. Mason thoroughly reviewed the bids and chose the John Deere tractor. Motion was made by Commissioner Lampe, seconded by Commissioner Painter. All voted "Aye" and the motion passed.

A motion was requested to authorize Fiscal Court staff to assist Jim Luersen, Campbell County Clerk, with his solicitation for bids for construction services to renovate the Alexandria Clerk Annex located at 8330 West Main Street, Alexandria. The project is estimated to cost \$120,000-\$150,000 and will be paid entirely by the Campbell County Clerk's office. Ms. Schenkel stated that this project is included in the FY2022 budget at \$200,000 to allow for engineering fees, etc. The Fiscal Court will be repaid by the Clerk's office. Motion was made by Judge Pendery, seconded by Commissioner Painter. In response to Commissioner Besecker's question, Mr. Elberfeld advised that the current building is an odd layout and not customer or employee friendly. The building has been retrofitted in the past for various purposes. The County Clerk is looking forward to taking on this project; his office is busier every year as that part of the County grows. All voted "Aye" and the motion passed.

Resolution R-35-21 was read by title. R-35-21 requests the Kentucky Transportation Cabinet to reimburse the Fiscal Court for transportation of non-public school students for the 2020-2021 school year in the amount of \$227,910.65. This is the amount that the Fiscal Court paid to the School District for bus transportation. She expects to get reimbursed about 95 percent of the amount requested. Motion was made by Commissioner Lampe, seconded by Commissioner Besecker. All voted "Aye" and the motion passed.

Resolution R-36-21 was read by title. R-36-21 declares County-owned personal property as surplus and authorizes the County Finance Director/Treasurer to sell or otherwise dispose of such property. Ms. Schenkel stated that the County has been successful in selling items on gov.deals. Motion was made by Judge Pendery, seconded by Commissioner Besecker. All voted "Aye" and the motion passed.

Resolution R-37-21 was read by title. R-37-21 approves funding for the County Attorney's Office for Fiscal Year 2022. The total amount of funding is \$190,080, the same as in FY2021. Motion was made by Commissioner Besecker, seconded by Commissioner Lampe. Mr. Franzen thanked the Fiscal Court for approving the funding. All voted "Aye" and the motion passed.

A motion was requested to adopt the annual standing order to preapprove certain recurring expenses for FY2022. This order allows for the payment of certain types of invoices. Motion

was made by Judge Pendery, seconded by Commissioner Painter. All voted “Aye” and the motion passed.

A motion was requested to authorize the purchase of a 2021 Toyota Tacoma pick-up truck from Frankfort Toyota in the amount of \$37,285 for the Golf Course Superintendent. The purchase is made through Kentucky’s state master agreement contract MA758 2100000511. This truck will replace a 2009 Ford Explorer that has reached the end of its useful life. Motion was made by Judge Pendery, seconded by Commissioner Painter. All voted “Aye” and the motion passed.

Ms. Schenkel then requested a motion to approve the claims and claims paid per standing order dated May 12 and 19, 2021. County Attorney Steve Franzen advised that he has reviewed the claims and determined that they all appear appropriate. Commissioner Lampe made a motion to approve the claims, seconded by Commissioner Painter. All voted “Aye” and the motion passed.

There being no further business to come before the Fiscal Court, Commissioner Besecker made a motion to adjourn, seconded by Commissioner Painter. All voted “Aye” and the meeting adjourned at 6:28 p.m. Judge Pendery thanked everybody for joining the meeting.

Attachments:

- Ordinance O-06-21 Amend Code of Ordinances at §151.06
- Ordinance O-07-21 Adopt the 2021 S-42 Code of Ordinances Supplement
- Ordinance O-08-21 Adopt the Fiscal Year 2022 Budget
- Resolution R-38-21 Accept Recommendations for Use of Rural Secondary Road Funds
- Resolution R-35-21 Request Reimbursement of Non-Public School Student Transportation Costs
- Resolution R-36-21 Disposal of Surplus Property
- Resolution R-37-21 FY2022 Funding for County Attorney’s Office Claims and Claims Paid Per Standing Order dated May 12 and 19, 2021.

Approved:

STEVE PENDERY
Judge/Executive

Attest:

Paula K. Spicer, Fiscal Court Clerk