

**CAMPBELL COUNTY, KENTUCKY FISCAL COURT
MINUTES**

OCTOBER 19, 2022

A regular meeting of the Campbell County Fiscal Court was held on Wednesday, October 19, 2022, 5:30 p.m. at the Campbell County Administration Building, Fiscal Court Chambers, 1098 Monmouth Street, Newport, Kentucky.

In attendance were:

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 Laura Lewis,
Police Chief Craig Sorrell,
Economic & Community Development Director Justin Otto

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 Campbell Media website at <https://campbellmedia.org/live/>.

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 regular meeting of October 5, 2022 were presented. Motion was made by Commissioner Besecker, seconded by Commissioner Painter to approve the minutes. All voted "Aye" and the motion passed.

Finding that nobody had signed in to address the Fiscal Court, Judge Pendery proceeded with the agenda.

Paula Spicer presented new business with Resolution R-83-22 by title. R-83-22 authorizes the Judge/Executive to execute a Memorandum of Agreement with the Kentucky Department of Agriculture for grant funding in the amount of \$1,900 to support spay/neuter pet procedures. Commissioner Painter made a motion to adopt R-83-22, seconded by Commissioner Besecker. All voted "Aye" and the motion passed.

Judge Pendery then made a motion to appoint the members of the Campbell County Emergency Operations Center (EOC) staff. Commissioner Besecker seconded the motion. All voted “Aye” and the motion passed.

County Administrator Matt Elberfeld began his report by explaining proposed changes to the Animal Shelter. For a long time, most cities in Campbell County had an interlocal agreement that formed the Northern Kentucky Animal Control Board to perform animal control services. They hired their own employee, who did animal control within those cities, separate from the County’s shelter operation. In August that employee left and as the participating cities were looking at their options, they approached the County asking whether it would be willing to take on animal control on their behalf. The County is willing to do that; it makes sense and it is a more streamlined operation to have animal control and animal shelter unified under our shelter operations. This says a lot about the cities’ trust in the County and Lisa Krummen and her staff at the shelter. Mr. Elberfeld stated that there are a lot of things that need to happen to make it work – some procedural, some more substantial. The summary of the substantial items is that an additional Animal Control Officer will be needed in order to provide coverage to those cities and the cities have agreed to reimburse the Fiscal Court 100% of the cost. The cost will be split based on population and the Fiscal Court will invoice them for their share of the employment cost. That person will be a Fiscal Court employee under the direction of Lisa Krummen. The new and existing Animal Control Officers will serve both the cities and the unincorporated County. He noted that Ms. Krummen is present to answer any questions. Commissioner Besecker asked if there was data on the number of times the cities have needed these services. Ms. Krummen replied that the County started dispatching for its animal control officer a couple of years ago in order to make it more uniform. Unfortunately, some officers and others were calling the Animal Control Officer directly so it is hard to know the number of calls. She added that a couple of weeks ago she was handling animal control by herself and she was very busy. Mr. Elberfeld stated that once the program is up and running we will have better data which can be provided to the cities; our shelter management software will be able to track calls so the cities will have better reporting. Commissioner Besecker stated that it is important that the participating government agencies can see the efficiencies of this program. Ms. Serra stated that they have data in the Animal Shelter management system for the last few years for the city animal control officer but don’t know how accurate it is – it will be more comprehensive when County staff is performing the work.

Resolution R-84-22 was read by title. R-84-22 approves an interlocal agreement for animal control services with the Cities of Bellevue, Cold Spring, Dayton, Fort Thomas, Highland Heights, Melbourne, Silver Grove, Southgate and Wilder, authorizes the Judge/Executive to execute said interlocal agreement and other necessary and appropriate documents on behalf of the Fiscal Court, and further terminates participation in the dissolved Northern Kentucky Animal Control Board. Commissioner Lampe made a motion to adopt R-84-22, seconded by Commissioner Besecker. All voted “Aye” and the motion passed.

Resolution R-85-22 was read by title. R-85-22 authorizes the Campbell County Animal Shelter to be hereafter referred to as Animal Services, authorizes the addition of one full-time Animal Control Officer to the Authorized Position List and further authorizes corresponding amendments to the Administrative Code all effective October 19, 2022. Commissioner Besecker

made a motion to adopt R-85-22, seconded by Commissioner Lampe. All voted “Aye” and the motion passed.

Resolution R-86-22 was read by title. R-86-22 amends the Campbell County Animal Services Operations Manual. Commissioner Besecker made a motion to adopt R-86-22, seconded by Commissioner Painter. All voted “Aye” and the motion passed.

A motion was requested to promote Kendra Cross as a full-time animal Control Officer at Campbell County Animal Services effective October 20, 2022 with compensation set at \$18.00 per hour. Ms. Cross has served as a full-time Animal Technician since 2019 and has the skills and experience necessary to be promoted to Animal Control Officer. Motion was made by Judge Pendery, seconded by Commissioner Besecker. All voted “Aye” and the motion passed.

Judge Pendery then made a motion to authorize staff to advertise, interview and make a hiring recommendation for a full-time Animal Technician to fill the vacancy created by the promotion of Ms. Cross. Commissioner Besecker seconded the motion. All voted “Aye” and the motion passed.

A motion was requested to authorize the purchase of a 2022 Ford F-250 regular cab with animal control box via the Kentucky state master agreement at an estimated cost of \$64,000. The lead time for delivery of this vehicle is 11-14 months. Motion was made by Judge Pendery, seconded by Commissioner Lampe. All voted “Aye” and the motion passed.

The County Attorney had no report for the meeting, however he stated that having been involved with local government for 35 years, the action just taken regarding the Animal Shelter is very important especially for incorporated areas. This has been sorely needed for a long time.

Commissioners Besecker, Lampe and Painter had no reports for the meeting.

Judge Pendery made the following announcements:

1. The Halloween Spooktacular will be held on Saturday, October 22, 2022 from Noon to 2 PM at AJ Jolly Park. Children under 12 can trick or treat and costume contests will be held for all ages – infants to adults. There will also be games and food, drink and craft vendors. Suggested donation is \$5 per vehicle.
2. The Northern Kentucky Household Hazardous Waste Collection Event is scheduled for Saturday, November 5th from 9 AM to 2 PM at Thomas More Stadium (home to the Florence Y’alls). This event is free for Boone, Campbell, and Kenton County residents to properly dispose of hazardous items not safe to go in the trash, such as batteries, electronics, paint, pesticides, and other corrosive materials.

Finance Director/Treasurer Laura Lewis presented her report by requesting a motion to permit staff to solicit bids for the vertical curve reconstruction project on Blossom Lane. Kentucky Transportation Cabinet has awarded discretionary road funding for this project and the Cities of Southgate and Fort Thomas are providing local matching funds. Motion was made by Commissioner Lampe, seconded by Commissioner Besecker. All voted “Aye” and the motion passed

A motion was requested to accept the two bids received for snow removal services for north and south County locations for FY2023 and to authorize the Judge/Executive to execute agreements for such services. The successful bidders were Professional Lawn Care for the north County and Jackpots LLC for the south County locations. Both of these vendors provided services in FY2020, 2021 and 2022. Snow removal commences when 1 ½ inches of accumulation happen before 7:30am. Any work above the scope of the agreement must have the Facilities Director’s direct approval. Motion was made by Commissioner Besecker, seconded by Commissioner Painter. All voted “Aye” and the motion passed.

A motion was requested to accept the bid of Gerrein Green LLC for tree, brush and stump removal and to authorize the Judge/Executive to execute an agreement for such services. Three bids were received as part of a joint bid process with Kenton County. These services will be used when safety of County employees cannot be insured or when overhead utilities are an issue. Motion was made by Commissioner Besecker, seconded by Commissioner Painter. All voted “Aye” and the motion passed.

Ms. Lewis then requested a motion to approved the claims and claims paid per standing order dated October 12 and 19, 2022. The County Attorney 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 Besecker. 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 Judge Pendery. All voted “Aye” and the meeting adjourned at 5:50 p.m.

Attachments:

- Resolution R-83-22 Agreement – Spay/Neuter Grant
Campbell County Emergency Operations Center Staff
- Resolution R-84-22 Interlocal Agreement for Animal Control Services
- Resolution R-85-22 Authorize Changes to the Campbell County Animal Shelter
- Resolution R-86-22 Amend Campbell County Animal Services Operations Manual
- Claims and Claims Paid Per Standing Order dated October 12 and 19, 2022

Approved:

STEVE PENDERY
Judge/Executive

Attest:

Paula K. Spicer, Fiscal Court Clerk