

**CAMPBELL COUNTY, KENTUCKY FISCAL COURT
MINUTES**

December 4, 2024

The Campbell County Fiscal Court held a regular meeting on Wednesday, December 4, 2024, at 9:00 AM, at the Campbell County Courthouse, 8352 East Main Street, Alexandria, Kentucky. Campbell Media recorded the regular 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
Finance Director/Treasurer, Laura Lewis
Assistant County Administrator, Kim Serra
Assistant County Administrator, Justin Otto
Police Chief, Craig Sorrell
Fiscal Court Clerk, Janie Patterson

Regular Meeting

Judge/Executive, Steve Pendery called the meeting to order at 9:00 AM.

Judge/Executive, Steve Pendery asked for a moment of silence followed by the Pledge of Allegiance.

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 Special Mayor's Meeting on October 29, 2024 and the Regular Fiscal Court Meeting on November 6, 2024.

Motion was made to approve the minutes from the Special Mayor's Meeting on October 29, 2024 and the Regular Fiscal Court Meeting on November 6, 2024 by Commissioner Geoff Besecker, seconded by Commissioner Tom Lampe. All voted "Aye" and the motion passed.

Old Business

County Administrator, Matt Elberfeld presented new business.

O-11-24 Ordinance

County Administrator, Matt Elberfeld read the title summary for the second reading of Ordinance O-11-24, “An Ordinance relating to the Campbell County Fiscal Court enacting and creating the Campbell County Transportation Improvement District (TID) as authorized by KRS 184.350-184.395.”

Motion was made to adopt Ordinance O-11-24 by Commissioner Geoff Besecker, seconded by Commissioner Tom Lampe. All voted “Aye” and Ordinance O-11-24 passed.

New Business

County Administrator, Matt Elberfeld presented new business.

O-12-24 Ordinance

County Administrator, Matt Elberfeld read the title summary for the first reading of Ordinance O-12-24, “An Ordinance of the Campbell County Fiscal Court amending chapter 90 “Animals” of the Campbell County Cod of Ordinances.”

There will be a request for a motion to adopt Ordinance O-12-24 after the second reading.

O-13-24 Ordinance

County Administrator, Matt Elberfeld read the title summary for the first reading of Ordinance O-13-24, “An Ordinance updating the official zoning map for Unincorporated Campbell County to rezone approximately 6.7 acres located at the intersection of SR 154 HWY, Peach Grove Road, and US 27 from Agricultural One (A-1) Zone to Rural Commercial (RC) Zone.”

There will be a request for a motion to adopt Ordinance O-13-24 after the second reading.

R-79-24 Resolution

County Administrator, Matt Elberfeld read the title summary for Resolution R-79-24, “A Resolution of the Campbell County Fiscal Court authorizing the County Judge/Executive to execute an order of affiliation with the Campbell County LandSAR Team for 2025.”

Motion was made to adopt Resolution R-79-24 by Commissioner Brian Painter, seconded by Commissioner Tom Lampe.

Commissioner Brian Painter commented the LandSAR Team had a successful search this year and it makes it worthwhile even for one. County Administrator, Matt Elberfeld agreed the LandSAR Team has been a great asset.

All voted “Aye” and Resolution R-79-24 passed.

R-80-24 Resolution

County Administrator, Matt Elberfeld read the title summary for Resolution R-80-24, “A Resolution of the Campbell County Fiscal Court approving AJ Jolly Golf Course rates for the 2025 golf season.

Motion was made to adopt Resolution R-80-24 by Commissioner Tom Lampe, seconded by Commissioner Brian Painter. All voted “Aye” and Resolution R-80-24 passed.

Motion

County Administrator, Matt Elberfeld read a motion authorizing the Judge/Executive to accept the 2024 spay/neuter grant funds from the Commonwealth of Kentucky, Department of Agriculture.

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

Personnel

R-81-24 Resolution

County Administrator, Matt Elberfeld read the title summary for Resolution R-81-24, “A Resolution of the Campbell County Fiscal Court modifying section 340 (Leaves of Absence) contained in Chapter 3 (Personnel Policies and Procedures) of the Administrative Code.”

Motion was made to adopt Resolution R-81-24 by Judge/Executive, Steve Pendery, seconded by Commissioner Tom Lampe. All voted “Aye” and Resolution R-81-24 passed.

Executive Order

County Administrator, Matt Elberfeld read a motion to adopt the 2025 holiday schedule for employees of the Fiscal Court.

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

R-82-24 Resolution

County Administrator, Matt Elberfeld read the title summary for Resolution R-82-24, “A Resolution of the Campbell County Fiscal Court authorizing a change in status to the Assistant Golf Professional position from seasonal to full-time, appointing the seasonal Assistant Golf Professional to the full-time Assistant Golf Professional position and further authorizing corresponding amendments to the Administrative Code.”

Motion was made to adopt Resolution R-82-24 by Judge/Executive, Steve Pendery, seconded by Commissioner Tom Lampe. All voted “Aye” and Resolution R-82-24 passed.

R-83-24 Resolution

County Administrator, Matt Elberfeld read the title summary for Resolution R-83-24, “A Resolution of the Campbell County Fiscal Court adopting pay rates and authorized positions for the 2025 variable staff of the Fiscal Court and authorizing corresponding amendments of the Administrative Code.”

Motion was made to adopt Resolution R-83-24 by Judge/Executive, Steve Pendery, seconded by Commissioner Tom Lampe. All voted “Aye” and Resolution R-83-24 passed.

Executive Order

County Administrator, Matt Elberfeld read a motion to adjust the pay rates and positions of current variable part time staff to reflect the updated 2025 Facilities Maintenance, Parks and Golf seasonal pay rates effective January 1, 2025.

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

Motion

County Administrator, Matt Elberfeld read a motion to authorize staff to advertise, interview and make hiring recommendations for variable staff for the 2025 Facilities Maintenance, Parks and Golf season.

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 advance Benjamin Scaggs from Building Inspector I to Building Inspector II effective December 15, 2024.

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 Sergeant Robert Dieman to Police Sergeant 2 in accordance with the current FOP working agreement effective December 8, 2024.

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, Randy Scharstein, effective December 2, 2024.

Motion was made by Judge/Executive, Steve Pendery, seconded by Commissioner Brian Painter. 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 Randy Scharstein.

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 Storm Painter to Police Officer 2 in accordance with the current FOP working agreement effective December 29, 2024.

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 full-time Communications and Public Outreach Coordinator, Sarah Etler, effective November 7, 2024.

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

Board Appointments

Executive Order

County Administrator, Matt Elberfeld read a motion to appoint David J. Rodgers, Jr. to the Central Campbell County Fire District Board of Trustees as an elected firefighter trustee effective December 4, 2024 through June 30, 2028. Lieutenant Rodgers will fill the unexpired term of Brendan Bradley who was elected as a firefighter trustee in June 2024, but has resigned his position with the department.

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 Kathy Lauer and Jennifer Teipel to the Campbell County Cooperative Extension District Board for a three-year term effective January 1, 2025 through December 31, 2027.

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

County Administrator’s Report

R-84-24 Resolution

County Administrator, Matt Elberfeld read the title summary for Resolution R-84-24, “Resolution of the Campbell County Fiscal Court approving and entering into an Interlocal Agreement for shared police social worker services with participating Campbell County cities; and authorizing the Judge/Executive to sign said Interlocal Agreement on behalf of the Fiscal Court.”

Motion was made to adopt Resolution R-84-24 by Commissioner Geoff Besecker, seconded by Commissioner Tom Lampe. All voted “Aye” and Resolution R-84-24 passed.

R-85-24 Resolution

County Administrator, Matt Elberfeld read the title summary for Resolution R-85-24, “A Resolution of the Campbell County Fiscal Court authorizing the addition of one Police Social Worker, authorizing the creation of a Police Social Work Supervisor position, and authorizing corresponding amendments to the “Authorized Position List” of the Campbell County Administrative Code.”

Motion was made to adopt Resolution R-85-24 by Judge/Executive, Steve Pendery, seconded by Commissioner Geoff Besecker. All voted “Aye” and Resolution R-85-24 passed.

Motion

County Administrator, Matt Elberfeld read a motion to authorize staff to advertise, interview and make a hiring recommendation for two full time Police Social Workers due to the vacancies created by Resolution R-85-24.

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

Commissioner Geoff Besecker asked County Administrator, Matt Elberfeld to give a description on the work that has been happening to make these opportunities available.

County Administrator, Matt Elberfeld explained that as Police Social Workers are expanding across the region, Campbell County reached out to the cities and asked if they would be interested in the Fiscal Court providing social work services and they will reimburse us. The City of Bellevue and the City of Dayton expressed interest and their City Councils passed the approval of the Interlocal Agreement. The Interlocal Agreement is structured to allow other cities to join as the program grows. The Fiscal Court will use opioid settlement funds to cover additional costs.

Judge/Executive, Steve Pendery said this method of providing certain services is sweeping over Northern Kentucky.

Police Chief, Craig Sorrell explained specific examples of how Police Social Worker expertise has benefitted the Police Department.

All voted “Aye” and the motion passed.

County Commissioners’ Reports

Commissioner Geoff Besecker said it was another great year for the Campbell County Historical and Genealogy Society. He thanked Mark Thomas, Steve Battistone, Ken Reis, and the whole crew who took the task of the annual Light up the Trees in Alexandria and Wilder. Commissioner Besecker said they take this task to heart and it is a beautiful site and it is a wonderful thing. Commissioner Besecker said he appreciates everyone’s efforts including Campbell Counties Facilities & Fleet Director, Mike Braun and his staff and the City of Wilder.

Judge/Executive, Steve Pendery said the trees look very nice and are a reminder of people we have lost.

Commissioner Tom Lampe said he had attended Northern Kentucky's Chamber of Commerce, Eggs N' Issues and the topic was On the Move: A Look at Regional Transportation Developments. The key speakers were Kentucky Transportation Cabinet, District 6 Chief Engineer, Bob Yeager and Ohio, Kentucky, Indiana Regional Council of Governments (OKI) CEO, Mark Policinski. Commissioner Lampe said his biggest take away was that three of their top priorities and areas of focus involve Campbell County which include the I-471 Bridge, Fourth Street Bridge, and 536.

Commissioner Brian Painter said he also attended Eggs N' Issues and that Assistant County Administrator, Justin Otto, and Planning and Zoning Director, Cindy Minter also attended. Commissioner Painter explained the I-471 Bridge is taking some time due to beams not being readily available because the beams need to be manufactured and customized. Commissioner Painter said the rebuild of 536 is a top priority and each phase from Union, KY to the AA Highway has some funding applied but currently not enough and legislative efforts will be to get the adequate funding. One of the benefits of the completion of 536 could be a decrease in congestion in Alexandria. Also, there is going to be a 12 ft pedestrian and bicycle lane on each side of the Fourth Street Bridge.

Judge/Executive, Steve Pendery said Commission Brian Painter's updates were excellent and about things people are interested in.

Finance Director/Treasurer's Report

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

R-86-24 Resolution

Finance Director/Treasurer, Laura Lewis read the title summary for Resolution R-86-24, "A Resolution declaring county owned personal property as surplus and authorizing the County Finance Director/Treasurer to sell or otherwise dispose of such property.

Motion was made to adopt Resolution R-86-24 by Commissioner Geoff Besecker, seconded by Commissioner Brian Painter. All voted "Aye" and Resolution R-86-24 passed.

Motion

Finance Director/Treasurer, Laura Lewis requested a motion to approve a change order in the amount of \$5,872 for Jefferson Contracting for the Marl Rich street replacement project. Ms. Lewis said all change order items were included in the original bid document as possible contingency items. The change order request by contractor has been reviewed and approved by the County Road Supervisor, Luke Mantle, and project engineering firm as a necessary repair. The total cost of the project after the change order is \$468,486 and is still \$72,230 lower than the next lowest bidder at the time of original award.

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

Motion

Finance Director/Treasurer, Laura Lewis requested a motion to accept the bid from Todd Johnson Contracting to replace one of the four structures on Plum Creek Road.

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

Budget Transfers

Finance Director/Treasurer, Laura Lewis requested a motion to approve Budget Transfers dated:

- November 30, 2024

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

Interfund Transfers

Finance Director/Treasurer, Laura Lewis requested a motion to approve Interfund Transfers dated:

- November 30, 2024

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

Claims & Claims per Standing Order Claims, and Employee Benefits

Finance Director/Treasurer, Laura Lewis requested a motion to approve Claims and Claims paid per standing Order, and Employee Benefits dated:

- November 13, 2024
- November 20, 2024
- December 4, 2024
- November 26, 2024 (General Election Claims)
- December 1, 2024 (Employee Benefits Claims)

County Attorney, Steve Franzen commented that he had reviewed the Claims, and had determined that everything appeared to be appropriate.

Motion was made by Commissioner Geoff Besecker, seconded by Commissioner Brian Painter.

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.

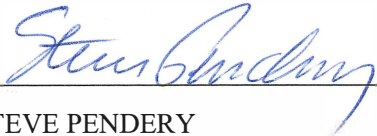
Adjournment

There being no further business to come before the Fiscal Court, Commissioner Geoff Besecker made a motion to adjourn the meeting; Commissioner Brian Painter offered a second to the motion. All voted "Aye" and the meeting adjourned at 9:35 AM.

Attachments

- O-11-24, Enact and create the Campbell County Transportation Improvement District (TID)
- R-79-24, Execute an Order of Affiliation with the Campbell County LandSAR Team for 2025
- R-80-24, Approve AJ Jolly Golf Course Rates for the 2025 Golf Season
- R-81-24, Modify Section 340 Leaves of Absence of Chapter 3 Personnel Policies and Procedures
- R-82-24, Authorize a Change in Status to the Assistant Golf Professional Position from Seasonal to Full-Time, Appoint Ann Greely to the Full-Time Assistant Golf Professional Position, Authorize Corresponding Amendments to the Administrative Code
- R-83-24, Adopt the authorized positions and pay rates for the 2025 Facilities Maintenance, Parks and Golf Season for Variable Staff
- R-84-24, Enter into an Interlocal Agreement for Shared Police Social Worker Services
- R-85-24, Authorize the Addition of One Police Social Worker, Create of a Full-Time Police Social Work Supervisor, Appoint Laura Wilson to the Full-Time Police Social Work Supervisor Position, Authorize Corresponding Amendments to the Administrative Code
- R-86-24, Declare County Owned Personal Property as Surplus
- Budget Transfers: November 30, 2024
- Interfund Transfers: November 30, 2024
- Claims & Claims Paid per Standing Order, General Election Claims, and Employee Benefits Claims:
 - November 13, 2024
 - November 20, 2024
 - December 4, 2024
 - November 26, 2024 (General Election Claims)
 - December 1, 2024 (Employee Benefits Claims)

Approved:



STEVE PENDERY
Judge/Executive

Attest:



JANIE PATTERSON
Fiscal Court Clerk,