

**KENTON COUNTY FISCAL COURT**  
**Kenton County Government Center**  
**Second Floor Chambers**  
**1840 Simon Kenton Way**  
**Covington, KY 41011**

**Special Meeting Minutes**  
**September 14 , 2022**  
**5:30 P.M.**

**Call to Order**

Judge Knochelmann called to order the September 14, 2022, special meeting of the Kenton County Fiscal Court. Treasurer Roy Cox led the invocation and the Pledge of Allegiance.

Present: Judge/Executive Kris Knochelmann  
Commissioner Beth Sewell, District 1  
Commissioner Joe Nienaber, District 3  
Assistant County Attorney, Chris Nordloh

Staff: Scott Gunning, County Administrator  
Sue Kaiser, Fiscal Court Clerk  
Roy Cox, County Treasurer

**Approval of Minutes**

**A. Approval of the Minutes from the meeting of August 23, 2022.**

Commissioner Sewell made the motion for approval; seconded by Commissioner Nienaber. Judge Executive Knochelmann called for a voice vote, and the motion passed unanimously 3-0.

**Citizens Address**

No citizens came before the Fiscal Court.

**General Business**

**A. Request approval of the assignment to purchase agreement for the property located at 721-731 Madison Ave., Covington, KY.**

Judge Knochelmann stated that this is for a potential opportunity for economic development in Covington. There is no risk for the County to do this, as State grant money is available.

Commissioner Nienaber asked if essentially what is being done is extending the due diligence period?

Judge Knochelmann answered that this is correct.

Commissioner Sewell stated that it is seeking State dollars to assist in the potential purchase if awarded.

Judge Knochelmann stated that the agreement states that the County is being assigned the purchase agreement, and would give us the additional time to receive the grant.

Loren Wolfe from DBL Law stated that the amendment that extended the due diligence has already been entered into by E-Gateway and the seller.

Commissioner Nienaber asked if this is contingent upon getting the grant?

Ms. Wolfe answered that it doesn't reference the KPDI Grant specifically, but it has very broad language under the due diligence and the finance contingency.

Commissioner Sewell made the motion for approval; seconded by Commissioner Nienaber. Judge Executive Knochelmann called for a voice vote, and the motion passed unanimously 3-0.

## **B. Claims List dated September 9, 2022.**

There were no questions on the Claims List.

### **Resolutions**

#### **A. Resolution No. 22-01N A Resolution for the Kenton County Fiscal Court concerning Fiscal Year Budget Adjustments.**

Treasurer Roy Cox stated that the budget adjustments are for the following: Increased cost of postage for mailing property tax bills, cost of eight additional voting machines and 157 privacy screens, and to cover pass through payments from the insurance company to responding agencies for a hazardous materials cleanup.

Commissioner Sewell made the motion for approval; seconded by Commissioner Nienaber. Judge Executive Knochelmann called for a voice vote, and the motion passed unanimously 3-0.

### **Ordinances**

#### **A. Ordinance No. 924.63 -First Reading An Ordinance amending the zoning map of the County of Kenton, Kentucky to change the Unincorporated Kenton County Zoning Ordinance from A-1 (agricultural) zone to RC (rural commercial) zone for property located at 41052 Dixie Highway.**

Patrick Denbow from PDS stated that this is a request to change the property from agricultural to rural commercial. The proposed changes include the demolition of an existing vacant single family home that has been on the property in a non-conforming basis. They are removing the gravel that is on the property, and repaving those areas. There will be additional parking for the storage and display of vehicles for sale and off street parking. This is going to be used for the sale of used trucks and related equipment. This is a permitted use within this zoning. They are also going to have to be conforming to only have one access space instead of two. There will be a significant amount of landscaping installed, as this is required by the code. The Planning Commission reviewed the request, and is recommending favorable to this proposal. They will also have to put in sidewalks along Dixie Highway.

### **Consent Agenda**

#### **A. Exhibit No. 22-121 Request approval for a one-year contract extension from Palmer Engineering, Integrated Engineering, WSP USA and Burgess and Niple, Inc. for On-Call Engineering Services for the Kenton County Public Works Department.**

- B. **Exhibit No. 22-122**  
Request approval of a proposal from CT Consultants to prepare plat and legal descriptions for KYTC Park and Ride parcels adjacent to KY 17.
- C. **Exhibit No. 22-123**  
Request approval to award the uniform and laundry services bid to Cintas, for the Kenton County Public Works Department.
- D. **Exhibit No. 22-124**  
Request approval to reject all bids for the storage array hardware and to accept the Sourcewell Contract #081419 with CDW-G, for the Kenton County Technology Services Department.
- E. **Exhibit No. 22-125**  
Request approval to award the compensation study bid to JER HR Group, LLC for the Kenton County Fiscal Court.
- F. **Exhibit No. 22-126**  
Request approval to surplus a Protainer trailer for the Kenton County Public Works/Solid Waste Department.
- G. **Exhibit No. 22-127**  
Request approval to surplus various items for the Kenton County Public Works Department.
- H. **Exhibit No. 22-128**  
Request approval to accept the bid from Riegler for the rubber modified asphalt road resurfacing for Staffordsburg Rd., CCR-1102 for the Kenton County Public Works Department.
- I. **Exhibit No. 22-129**  
Request approval of the change order for the renovations of the tennis courts at the Richardson Road Park for the Kenton County Parks Department.

Commissioner Nienaber asked if the compensation study is for everyone in the County?

Judge Knochelmann answered that yes, it is for all of the Kenton County employees.

County Administrator Scott Gunning stated that he doesn't remember this ever being done. They will be looking at the job descriptions, and updating the pay structure. All items on the Consent Agenda were voted on together.

Commissioner Nienaber made the motion for approval; seconded by Commissioner Sewell. Judge Executive Knochelmann called for a voice vote, and the motion passed unanimously 3-0.

### **Executive Orders**

- A. **Executive Order 22- 126**  
**An Executive Order relating to the Fiscal Court approving the re-appointment of Amy Heeger to the NKADD Board of Directors.**

Commissioner Sewell made the motion for approval; seconded by Commissioner Nienaber. Judge Executive Knochelmann called for a voice vote, and the motion passed unanimously 3-0.

**B. Executive Order 22-127**  
**An Executive Order relating to the Fiscal Court approving the re-appointment of Connie Jones-Baynum to the NKADD Council on Aging.**

Commissioner Nienaber made the motion for approval; seconded by Commissioner Sewell. Judge Executive Knochelmann called for a voice vote, and the motion passed unanimously 3-0.

**C. Executive Order 22-128**  
**An Executive Order relating to the Fiscal Court approving the appointment of Terri Jameson-Hudepohl to the Code Enforcement Board.**

Commissioner Sewell made the motion for approval; seconded by Commissioner Nienaber. Judge Executive Knochelmann called for a voice vote, and the motion passed unanimously 3-0.

**D. Executive Order 22-129**  
**An Executive Order relating to the Fiscal Court approving the reorganization of the Animal Services Department.**

Kelsey Maccombs stated that it is important to have a people-centric approach to the animal industry. Every animal that they see that has been abandoned, neglected or abused, there are so many people that step up. The volunteers, fosters, adopters, Fiscal Court, the community and the incredible staff play such a unique roll in the success of the Shelter. This reorganization solves some of the key issues. They will be reachable during business hours, and open seven days a week. The hours will be consistent, whereas right now the hours are so varied. She has been able to expand the Animal Control Service Department to include weekends, which takes the strain off of the local law enforcement and decreasing overtime all while increasing the service to the community. This reorganization continues in that momentum, which will increase service and quality of life. Additionally, the new positions create safety for the staff and the community. One of the critical roles in that is the Canine Coordinator, which is a skilled position in canine behavior allowing for standardized assessments to ensure public safety. This reorganization lets the Shelter team work a four day, ten hour schedule which increases the work/life balance and ultimately will hopefully help with employee retention. Without the incredible team this success would not be possible.

Commissioner Sewell asked if it is accurate to say that post COVID there has been an influx of animals being returned to the shelter?

Ms. Maccombs answered that they haven't seen an increase of returns, but intake overall in Kenton County and regionally is up. She believes that is due to post COVID and inflation.

Commissioner Sewell stated that it is amazing that there are people that specialize in animal behavior, and we can utilize that expertise to get the right pet.

Commissioner Nienaber made the motion for approval; seconded by Commissioner Sewell. Judge Executive Knochelmann called for a voice vote, and the motion passed unanimously 3-0.

**E. Executive Order 22-130**  
**An Executive Order relating to the Fiscal Court approving the appointment of Christopher Tarlton as a Public Services Technician I for the Kenton County Public Works Department.**

Commissioner Sewell made the motion for approval; seconded by Commissioner Nienaber. Judge Executive Knochelmann called for a voice vote, and the motion passed unanimously 3-0.

**F. Executive Order 22-131**

**An Executive Order relating to the Fiscal Court approving the appointment of Anderson Vernet as a Public Services Technician III for the Kenton County Public Works Department.**

Commissioner Nienaber made the motion for approval; seconded by Commissioner Sewell. Judge Executive Knochelmann called for a voice vote, and the motion passed unanimously 3-0.

**G. Executive Order 22-132**

**An Executive Order relating to the Fiscal Court approving the resignation of Elizabeth Carr as a Dispatcher for the Kenton County Emergency Communications Department.**

Commissioner Sewell made the motion for approval; seconded by Commissioner Nienaber. Judge Executive Knochelmann called for a voice vote, and the motion passed unanimously 3-0.

**H. Executive Order 22-133**

**An Executive Order relating to the Fiscal Court approving the appointment of Adam Howard as the Business Services Liason for the Kenton County Treasury Department.**

Commissioner Nienaber made the motion for approval; seconded by Commissioner Sewell. Judge Executive Knochelmann called for a voice vote, and the motion passed unanimously 3-0.

**I. Executive Order 22-134**

**An Executive Order relating to the Fiscal Court approving the step increase of Travis Bryson from Recruit to Police Officer I for the Kenton County Police Department.**

Commissioner Nienaber made the motion for approval; seconded by Commissioner Sewell. Judge Executive Knochelmann called for a voice vote, and the motion passed unanimously 3-0.

**J. Executive Order 22-135**

**An Executive Order relating to the Fiscal Court approving the resignation of Ryan Wilson as a Parks Services Technician for the Kenton County Parks and Recreation Department.**

Commissioner Sewell made the motion for approval; seconded by Commissioner Nienaber. Judge Executive Knochelmann called for a voice vote, and the motion passed unanimously 3-0.

**Administrative Reporting**

**Technology Services**

Jessica Ramsey stated that there was an item on the Consent Agenda that was rejecting all bids for a storage array. They went out to a Sourcewell contract and found a better product. There were some good bids, but they found a better product. Everything is stored onto this equipment, and they are very pivotal, so they wanted to make sure they had a good product. Also, they are in the thick of testing for the tax portal. She has some beta testers lined up from some of the cities in Kenton County, a CPA firm and from a realtor group.

**Animal Services**

Kelsey Maccombs stated that they are now servicing for Animal Control on Saturday and Sunday from 10:00 a.m. to 6:00 p.m. to decrease some of the work on law enforcement. There has been a lot of positive feedback from the community on that. She appreciates the support on the reorganization. Now, they are focusing on getting the new team trained and at 100%.

### **Public Works**

Nick Hendrix stated that at the end of this month they have their fall clean up from September 30<sup>th</sup> to October 1<sup>st</sup> at their facility from 8:00 a.m. to 6:00 p.m. On November 5<sup>th</sup>, they will have their regional event with Boone and Campbell County for the Northern Kentucky Hazardous Waste Cleanup. This is at the Florence Ya'all's Stadium from 8:00 a.m. to 2:30 p.m. Also, they have been working with District 6 on Dixie Highway in Ft. Mitchell, and to Bob Yeager's credit the Cabinet has agreed to advance design for the project. There is no fixed commitment for construction, as the money isn't available until this time next year. It should be a pretty quick turn on the plans, and thank you to Bob Yeager for all of work on this. They are moving forward with the contract to be completed for base failures and resurfacing for wintertime. Hopefully, all that will be torn back up sometime around next year if budgets hit just right.

Judge Knochelmann stated that sometimes the dollars have to be spent for short-term fixes so everyone is safe in the meantime.

### **Treasury**

Treasurer Roy Cox asked that the records reflect that the August, 2022, Financial Report has been submitted.

### **County Attorney 's Report**

Assistant County Attorney Chris Nordloh had nothing to report.

### **Commissioners ' Reports**

#### **Commissioner Beth Sewell**

Commissioner Sewell had nothing to report.

#### **Commissioner Joe Nienaber**

Commissioner Nienaber had nothing to report.

### **Judge/Executive 's Report**

Judge Knochelmann stated that they are planning to have an update from Human Nature on the New County Park. In addition, they want to set up a time for the Fiscal Court to go out and visit Tri-Ed to ask questions and get an update on all the facets that they handling.

### **Adjournment**

Having completed all business before the Court, Commissioner Sewell offered a motion to adjourn which was seconded by Commissioner Nienaber. Judge Executive Knochelmann requested a voice vote whereupon all members present voted in the affirmative with a 3-0 vote.

Text for all proposed and recently passed ordinances may be acquired by accessing the Fiscal Court web page at <http://www.kentoncounty.org> or by contacting the administrative offices at 859.392.1400.

**CLERK CERTIFICATION**

I, Sue J. Kaiser, having been appointed to the office of Fiscal Court Clerk, do hereby certify that this is a true and accurate record of the actions taken by the Kenton County Fiscal Court at the meeting of September 14, 2022.

*Sue Kaiser*

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Sue J. Kaiser  
Fiscal Court Clerk

DRAFT