

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

**Meeting Minutes**  
**June 27, 2023**  
**5:30 P.M.**

**Call to Order**

Judge/Executive Kris Knochelmann called to order the June 27, 2023, meeting of the Kenton County Fiscal Court. Judge/Executive Kris Knochelmann led the invocation and the Pledge of Allegiance.

Present: Judge/Executive Kris Knochelmann  
Commissioner Jon Draud, District 2  
Commissioner Joe Nienaber, District 3  
Assistant County Attorney, Chris Nordloh

Staff: Joe Shriver, County Administrator/Deputy Judge  
Scott Gunning, Assistant County Administrator  
Roy Cox, Treasurer

**Approval to appoint Joe Shriver as the Fiscal Court Clerk for the June 27, 2023, Fiscal Court Meeting.**

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

**Approval of Minutes**

**A. Approval of the Minutes from the meeting of June 13, 2023.**

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

**Citizens Address**

No citizens came before the Fiscal Court at this time.

**General Business**

**A. Presentation of the 2023 Pioneer Award to Tom Litzler**

Judge Knochelmann presented Tom Litzler with the 2023 Pioneer Award.

Commissioner Joe Nienaber stated that he nominated Mr. Litzler, and he is very proud that he is receiving this award tonight. He has known this family his entire life. A handful of these awards have been given away, and everyone is deserving but he thinks Mr. Litzler is perfect for this award. He has always been involved in Kenton County events and boards. He knows very few people who have done as much for as long as he has. Tom was on every significant committee in this

county. He is a pillar of the community and a mentor that he has always looked up to his entire life. He and his family have been wonderful friends. He is thankful for the example he was for him and Kenton County.

Commissioner Draud stated that when he recommended to the Fiscal Court to create this award, Tom Litzler exemplifies all the characteristics of the type of person he thought should be recognized. He has known him a long time, and this award is well deserved.

Judge Knochelmann stated that since he first met Mr. Litzler through PDS and other service, he has always been calm and professional.

Michelle Litzler, Mr. Litzler's daughter thanked everyone for the kind words about her father. Her whole life, her father has been her hero. Both of her parents have sacrificed and given them an example of how to live and serve the community. He is so level-headed, and they all come to him for advice. Out of all the service that he has given, one of her proudest moment is when he annexed Ft. Wright back from Covington. He has always worked hard for his family and his community. His friends and faith are very important to him. She remembers when she was in high school and he was the Mayor, and he decided that he couldn't keep his job in Lexington and still service the community and be a good family member. It was hard for him to resign, as he never quits anything.

Tom Litzler stated that he appreciates Joe Nienaber, and his family needs to receive the same recognition. He appreciates the award, and he enjoys all that he is involved in around the county. He got more out of it than he put in, due to the people he has gotten to work with. You need someone to encourage and support you, and he had his father encouraging him. He really appreciates this award.

#### **B. Claims List - Dated June 23, 2023**

There were no questions on the Claims List.

#### **Resolutions**

##### **A. Resolution No. 23-01L**

##### **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: \$2,000 for the Justice Center Building Operations Contract, \$9,000 for water and sewer at the Detention Center and \$94,000 to replace the Golf Course waterline.

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

##### **B. Resolution No. 23-23**

##### **A Resolution for the Kenton County Fiscal Court approving and adopting the compensation rates and pay scales for the Kenton County employees, and authorizing the County Treasurer to pay the rates on scheduled pay days.**

County Administrator Joe Shriver stated that this is a requirement by the auditors each year.

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

##### **C. Resolution No. 23-24**

**A Resolution authorizing the filing of a 2023 Kentucky Community Development Block Grant-Public Services Application.**

Judge Knochelmann stated that this is the yearly grant for Transitions.

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

**Ordinances**

- A. Ordinance 121.46 - Second Reading  
An Ordinance amending the Kenton County, Kentucky Code of Ordinances Re: Kenton County Policy Manual and County Administrative Code.**

County Administrator Joe Shriver stated that we are upping to the state limit the purchasing from \$30,000 to \$40,000, and also cleaning up the travel policy.

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

**Consent Agenda**

- A. Exhibit No. 23-100  
Request approval of Cyber Hygiene Services from DHS-CISA for the Kenton County Technology Services Department.**
- B. Exhibit No. 23-101  
Request approval of the annual Kenton County Technology Services Service Level Agreements for various agencies.**
- C. Exhibit No. 23-102  
Request approval to surplus various items for the Technology Services Department.**
- D. Exhibit No. 23-103  
Request approval to award the Kenton County Clubhouse Water Line bid to E.C. Schmidt Plumbing Company for the Kenton County Fiscal Court.**
- E. Exhibit No. 23-104  
Request approval to surplus a 2018 Ford Explorer and a 2008 Ford Econoline Van for the Kenton County Sheriff 's Office.**
- F. Exhibit No. 23-105  
Request approval to extend the portable restroom rentals and services contract with Rumpke of Ohio, Inc., for the Kenton County Parks & Recreation Department.**
- G. Exhibit No. 23-106  
Request approval to extend the Kenton County Administration Facility Management contract with Meridian Management Corporation for the Kenton County Fiscal Court.**

- H. **Exhibit No. 23-107**  
**Request approval to extend the Kenton County Justice Center and Parking Facility Management contract with Meridian Management Corporation for the Kenton County Fiscal Court.**
- I. **Exhibit No. 23-108**  
**Request approval to update the Purchasing and Procedures Manual for the Kenton County Fiscal Court**

All items on the Consent Agenda were voted on together.

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

### Executive Orders

- A. **Executive Order 23-74**  
**An Executive Order approving the re-appointment of Paul Verst to the Airport Board on recommendation from the Campbell County Fiscal Court.**

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

- B. **Executive Order 23-75**  
**An Executive Order approving the re-appointment of Robert Stegman to the Elsmere Fire District Board.**

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

- C. **Executive Order 23-76**  
**An Executive Order approving the appointment of Carl Ahrens to the Ryland Heights Fire District Board to replace a resigning board member.**

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

- D. **Executive Order 23-77**  
**An Executive Order approving the completion of the Co-Op Program for Jacob Slusher as a Co-Op Mechanic Technician for the Kenton County Public Works Department.**

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

- E. **Executive Order 23-78**  
**An Executive Order approving the resignation of Pamela Smith as the Part-Time Tax Clerk for the Kenton County Treasury Department.**

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

### Administrative Reporting

## **Public Works**

Rick Buster stated that St. John's Rd. has been repaired, and hopefully it will last for a couple of years. They came in about 40% under budget.

## **Animal Services**

Kelsey Maccombs stated that they are continuing to see increased intake at the shelter. For January thru May they are up 37% over 2022. Obviously, this is an issue that they continue to have to address. Some of the ways that they are addressing it is that they are prioritizing animals that they find in the field and trying to find their homes. About 70% of dogs are found in the neighborhood that they live in, so the Animal Control Officers are trying to find people in the neighborhood who may recognize the animal so they don't ever have to come to the shelter. Additionally, for the past year or so they have been posting every found animal on Facebook. Their 2023 return to owner rate is just over 33%, and the national average is about 23%. For adoptions, they are continuing to push the adoptions from the shelter. They have done promotions to help with the influx of intake. There are more hours for people to come visit the shelter as well. Adoptions account for about 49% of their live outcomes. They are working on growing their foster and volunteer base to help keep more animals out of the shelter, prioritizing the young ones who are more likely to get sick. Unfortunately, everyone is experiencing this increased intake all over the country. The rescue transfers account for about 14% of the live outcomes. The team is really capable, and doing a great job. Euthanasia is still prevalent for animals that aren't suitable for the public based on safety, and accounts for about 4% of the outcomes right now.

Ms. Maccombs then stated that they are sending a couple employees to Lexington for an Equine Investigation training, which will be a great opportunity for the team to gain some skills. It is something they have gotten a lot of calls about, so this will be very helpful. It is a free training.

Commissioner Draud asked what kind of promotions they do for adoption?

Ms. Maccombs answered that they will decrease fees.

Commissioner Draud asked if there is anything specific that they do to encourage people to adopt pets?

Ms. Maccombs answered that right now they are running a name your price promotion, where you get to choose the fee. They are using marketing, social media and have reached out to the news. She is on WCPO once a month.

Judge Knochelmann stated that this is why they expanded the hours, as people have to work and couldn't make it in during limited hours.

## **External Affairs**

John Stanton stated that on the ARPA front, Kurt Greivenkamp continues to work with Life Learning Center on the wrap around services contract with the BIA. He expects that to be before the court at the next meeting. In addition, he expects that we should at least have the next phase of the social services ARPA opportunities to present. There is one of those that is more complicated that may take more than the next couple of weeks to get ready.

Mr. Stanton then stated that he has sent the draft What's Happening articles to everyone, and this time we will feature the completion of the altafiber high-speed broadband agreement. Every single-family house in Kenton County should now be served with high-speed broadband. They continue to work on some multi-family units, but it is quite an accomplishment. We are also going

to feature the BIA's training program, the entrepreneurship center as well as the Judge's Column. We are also working on how we communicate our accomplishments, so Ashley Hawks has been working with him and Steve Hensley to begin queueing up Dispatch as the first one to present. There will be a comprehensive review of accomplishments from over the past eight years. It will be set up so that they will come back each year and update on their accomplishments.

Mr. Stanton then stated that with the interest that has been expressed with bringing regional organizations in to report, the first one that has been queued up is MeetNKY. Julie Kirkpatrick did an outstanding job at the CBC event reporting on changes at the Convention and Visitor's Bureau under her leadership. They will come in and talk about topics such as the British Airway's flights out of CVG. CVG was obviously the lead in that development, but MeetNKY played a critical role in helping to convince British Airways that the market was here for that flight.

Mr. Stanton then stated that we are working with the State to fund the Life Sciences Lab at the OneNKY building. Cincytech is a large part of this, and Kristin Goddell is from Northern Kentucky. We have probably had more contact with Cincytech on life sciences in just the month since she has taken on the position than we have in years. He believes it is going to be extremely beneficial to us to have a Northern Kentuckian as a key leader in life sciences in the Greater Cincinnati area. Finally, he had the chance to go to Washington D.C. last week for the first time since the pandemic. He had some great opportunities to sit down with Senator McConnell, Congressman Massie, Congressman Barr, Congressman Comer and Congressman Guthrie. All of them were finely in tune with what is going on in Northern Kentucky.

### **Technology Services**

Jessica Ramsey stated that in the last Fiscal Court meeting they got permission to post the bid for the payroll imports project for the Occupational Licensing system. The bids should be back next week, and a future Fiscal Court meeting they will hopefully have the winning bidder. This will allow payroll companies to directly import all of the quarterly filings, which would be a huge benefit to Treasury and to all the Kenton County businesses. They spoke with payroll companies and individuals about what they were looking for in a process like this. They looked at other organizations to get their pros and cons and incorporated it into the design.

Ms. Ramsey then stated that they recently did their insurance renewal, which includes their cybersecurity insurance renewal. Every year when they do that, they give a long packet of questions to answer with everything related to our security. After she submits it, she turns that into a checklist and use it to figure out how we can improve. She uses that when she develops her budget for the next year, uses it for grant funding and this year she found a couple of things that we could get at no additional cost through the insurance company (for services we were previously paying for). She is improving our security as much as possible.

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

Assistant County Attorney Chris Nordloh had nothing to report.

### **Commissioners' Reports**

#### **Commissioner Jon Draud**

Commissioner Draud asked what is going on with the sidewalks that were connecting the communities:

Assistant County Administrator Scott Gunning answered that at the last meeting a contract was approved with Eaton Asphalt. It will be done this summer.

**Commissioner Joe Nienaber**

Commissioner Nienaber had nothing to report.

**Judge/Executive Knochelmann**

Judge Knochelmann stated that across 12<sup>th</sup> St. near St. Elizabeth has ground moving for the Health Department. That is on the property that we own that we facilitated with the Health Department and St. Elizabeth. It is very exciting.

**Adjournment**

Having completed all business before the Court, Commissioner Draud offered a motion to adjourn which was seconded by Commissioner Nienaber. Judge 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 June 27, 2023.



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Sue J. Kaiser  
Fiscal Court Clerk