

**KENTON COUNTY FISCAL COURT
MEETING MINUTES
Covington Courthouse
303 Court St.
Covington, KY 41011**

**March 26, 2019
5:30 P.M.**

Call to Order

Judge/Executive Knochelmann called to order the March 26, 2019, meeting of the Kenton County Fiscal Court. Judge Knochelmann led the invocation and the Pledge of Allegiance.

Present: Judge/Executive, Kris Knochelmann
 Commissioner Beth Sewell, District 1
 Commissioner Jon Draud, District 2
 Commissioner Joe Nienaber, District 3
 County Attorney Stacy Tapke

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

Approval of Minutes

A. Approval of the Minutes from the meeting of March 12, 2019.

Commissioner Sewell made the motion for approval; seconded by Commissioner Nienaber. Judge Knochelmann called for a voice vote, and the motion passed unanimously 4-0.

Citizens Address

Chas Brannen from Linden Grove Cemetery thanked the Fiscal Court for their support of the Cemetery, and he spoke about the new donation stone that has been placed at the entrance.

General Business

A. Claim's List-Dated March 22, 2019.

There were no questions on the Claims List.

B. Presentation of a Proclamation declaring March 26, 2019 as City of Edgewood Day.

Judge Knochelmann presented the Proclamation to the Mayor of Edgewood, John Link.

Mayor Link introduced his City Council members and staff that were in attendance. He thanked the Fiscal Court for honoring his great city.

- C. Acknowledgement of the receipt of the Kenton County Jailer's 2019-2020 Budget prior to the statutory deadline of April 1, 2019.

Judge Knochelmann acknowledged that the Kenton County Jailer has submitted his budget.

- D. Request approval to accept the proposed brand concept from Pat Davis Design Group for the Graphic Design, Branding and Marking Consultant project.

Communications Coordinator Sara Sgantas stated that everyone received the proposed concept, and this is just approving the concept. It will be refined, and there may be some changes.

Commissioner Draud stated that he was under the impression that the county was going to have a slogan to go along with the logo.

Judge Knochelmann stated that the design group can add that later.

Ms. Sgantas stated that they need to be sure that the slogan will stand the test of time.

Commissioner Draud thought that a slogan was going to be on all of the literature. He wants something that will stand out, and make Kenton County special.

Commissioner Nienaber stated that he wanted to see how the branding ties to Kenton County, and this was explained to him. As this advances, it would be important that everything needs to be timeless.

Judge Knochelmann stated that they will bring this input to the branding team, and bring something back to the court. No action needs to be taken tonight.

Commissioner Draud complimented Ms. Sgantas for involving all the different stakeholders in the process.

- E. Discussion regarding the new Administration Building.

County Administrator Joe Shriver stated that they met last week and today with the contractor. They are working through a core of about 12-15 items. Some progress has been made, but nothing that is ready to bring to the court yet. Right now, there is Change Order #3, that put us to May, but there is going to be a time element there. We don't feel that the building will be ready in May. Today's discussion had to do with the site work, and there are a number of reasons why that site work has been protracted. Until that is resolved and a change order is received, he doesn't have a timeline. They are talking about trying to do some acceleration to help catch up on the schedule. A lot of the issues do have time elements though, so he doesn't have anything new.

Judge Knochelmann stated that it is not going to be May, but they are working six days a week. There are a lot of issues with the removal of dirt. We are working with the state to do this in a less expensive fashion. We have to work with Frankfort to get approval to remove the dirt to

our site. We are working through some contract language for some scope changes as well. We also are dealing with all of the partners that will be affected by a date change (County Clerk, PDS, etc.)

Commissioner Draud asked if they are changing the August completion date?

Judge Knochelmann stated that right now they are saying that we are still shooting for May.

Commissioner Sewell stated that they are preparing the court for extra costs.

Judge Knochelmann stated that there will be a couple of change orders.

Mr. Shriver stated that Change Order #3 has already been approved. That was the one that had changed the schedule.

Commissioner Draud stated that he is glad that he is on record as saying he wanted to do this the old fashioned way.

Judge Knochelmann stated that so far it is working out well. Turner has been consistently cooperative, and they meet almost every week. It is looking like August may be the date, but it hasn't formally been approved. There is actually painting going on in the building now, and they are working on regulatory issues with the lighting under I75. We have a partner that is talking about funding the private space on the second floor of the building. This will keep our cost down to almost nothing. We are still working with some of the neighbors on 12th St. to possibly move their house.

Commissioner Draud asked what the problem is with the dirt?

Nick Hendrix answered that this was brought before the court about a month ago. The state authorized the site to be a Brownfield site, which is a protective move to protect us from any liability in the future. It is governed by a project management plan that is approved by the state. That plan says that if any soil leaves the site, it has to go to a controlled landfill. If it has to go to a controlled landfill, the cost is around \$88 per yard. If we can get it classified as regional urban fill, the plan is to get it relocated to another county facility for around \$25 per yard. This has caused a bit of a disruption in the schedule, but it is worth it to save the money. Turner is still making progress inside the building. We are waiting on the results of the analytical test of the soil, so outside progress is slow.

Commissioner Draud asked if Frankfort is holding things up?

Mr. Hendrix stated that Frankfort isn't holding it up right now. We hired an independent consultant that has to do the lab analysis. It is a ten day turn around on the lab analysis. Then our consultant will write up a report on the findings. Once the report is written, it is submitted to the state.

Commissioner Draud asked when we hired the consultant?

Mr. Hendrix answered that it was mid to late January. We have pushed Turner to find as much space on the site for the dirt.

Commissioner Sewell stated that we knew getting into this that it wasn't going to be an easy project, and she appreciates Nick's expertise and everyone's involvement in the project.

Judge Knochelmann stated that he would like the court to be aware of everything that is going on with SD1. There was an old road on the site that was going to be an expensive project regarding storm and sewer. We worked with SD1, and they helped us by saving us about \$130,000. Instead of contracting, they did it in house. Adam Chaney and his team figured out a solution, which will be a long term fix. This will suffice for any further development.

Resolutions

A. Resolution No. 19-01E (Action Requested)

A Resolution for the Kenton County Fiscal Court concerning Fiscal Year 2018-2019 Budget Adjustments.

Treasurer Roy Cox stated that the budget adjustments are for the following: \$5,000 for Parks overtime due to snow removal and monthly cleanups, \$4,500 for parking garage to replace four security cameras and \$30,000 to replace the Commonwealth Attorney's vehicle that was involved in an accident. Insurance is covering around \$12,000 to replace the vehicle.

Commissioner Draud made the motion for approval; seconded by Commissioner Sewell. Judge Knochelmann called for a voice vote, and the motion passed unanimously 4-0.

B. Resolution No. 19-06 (Action Requested)

A Resolution adopting and approving the execution of a Rural Secondary Program Agreement between the Fiscal Court and the Commonwealth of Kentucky, Transportation Cabinet, Department of Rural and Municipal Aid, and accepting all roads and streets referred to therein as being a part of the County Road System.

Nick Hendrix stated that this is a standard agreement that allows the county to use the Flex Funds.

Commissioner Draud made the motion for approval; seconded by Commissioner Sewell. Judge Knochelmann called for a voice vote, and the motion passed unanimously 4-0.

Consent Agenda

A. Exhibit No. 19-34

Request approval of a Memorandum of Understanding between the Kenton County Fiscal Court and the Kentucky Transportation Cabinet for the Ernst Rd. Bridge.

B. Exhibit No. 19-35

Request approval to surplus various technology equipment for the Kenton County Information Technology Department.

C. Exhibit No. 19-36

Request approval to surplus various technology equipment for the Property Valuation Administrator.

- D. Exhibit No. 19-37
Request approval to surplus two 2007 GMC Dump Trucks, one 1999 GMC Kodiak Truck and one Backhoe Attachment for the Kenton County Public Works Department.
- E. Exhibit No. 19-38
Request approval to award the shelter house refurbishment bid to Cellsite Solutions for the Kenton County Emergency Communications Department.
- F. Exhibit No. 19-39
Request approval of a Memorandum of Understanding between the Kenton County Animal Shelter and the University of Cincinnati Veterinary Technology Program for veterinary services.
- G. Exhibit No. 19-40
Request approval to surplus a 2012 Dodge Charger for the Kenton County Public Works Department.
- H. Exhibit No. 19-41
Request approval to purchase a replacement vehicle for the Commonwealth Attorney's Office.
- I. Exhibit No. 19-42
Request approval to accept the bid for the Medical Room Project from DRE, Inc., (veterinary surgery table, anesthesia machine, oxygen condenser, autoclave, surgical instruments, and fatigue mats) for the Kenton County Animal Shelter.
- J. Exhibit No. 19-43
Request approval to accept the bid for the Medical Room Project from MWI Animal Health, Inc (infusion pump, pulse oximeter, mayo stand, endotracheal tubes and ET rack) for the Kenton County Animal Shelter.
- K. Exhibit No. 19-44
Request approval to accept the bid for the Medical Room Project from and the Ohio Pet Sanctuary (used dual-head surgery light) for the Kenton County Animal Shelter.
- L. Exhibit No. 19-45
Request approval of the Third Party Administrator and Stop Loss Services contract for the Kenton County Health Insurance Program.

All items on the Consent Agenda were voted on together.

Commissioner Draud made the motion for approval; seconded by Commissioner Nienaber. Judge Knochelmann called for a voice vote, and the motion passed unanimously 4-0.

Executive Orders

A. Executive Order No. 19-45 (Action Requested)

An Executive Order relating to the Fiscal Court approving the appointment of Garren Colvin to the Tri-Ed Board, with the term expiring on December 31, 2022.

Commissioner Draud made the motion for approval; seconded by Commissioner Sewell. Judge Knochelmann called for a voice vote, and the motion passed unanimously 4-0.

B. Executive Order No. 19-46 (Action Requested)

An Executive Order relating to the Fiscal Court approving the appointment of Kelsie Attebery as a Technician for the Kenton County Animal Shelter, with the effective date of March 27, 2019.

Commissioner Sewell made the motion for approval; seconded by Commissioner Nienaber. Judge Knochelmann called for a voice vote, and the motion passed unanimously 4-0.

Administrative Reporting

Public Works

Nick Hendrix stated that there are a handful of FEMA projects that are still ongoing. There are still a couple of slides on Highwater Rd, the realignment section of Independence Station, the damage in Lincoln Ridge Park and a small slide on St. Johns. He is working with his crew this morning to schedule out that work between now and the end of the Fiscal Year, so they aren't carrying that budgetary assignment to the next year. The crews have also been working on the tower sites. Last week, they poured the pads at the Fiskburg site, and next week they will move to Visalia.

Mr. Hendrix then stated that they received three new cruisers in the Fleet Department. The mechanics are currently working to outfit those cruisers. Also, in December the Fiscal Court approved the voucher program for the Solid Waste Department. It is going very well, and people have been very receptive to having more opportunities to take trash to Bavarian. There has been a small amount of negative feedback, but the department is still having the two annual large cleanups. The spring clean-up will be May 2nd thru May 4th at the Public Work's building, at Piner Elementary and the Ryland Heights City Building.

Emergency Management

Steve Hensley stated that the weather spotter class had such a great response that they moved the class to the special room at the library. He thanked Dave Schroeder at the Kenton County Library for letting them use the new facility. It is a beautiful facility, and the meeting room will hold 400+ people. There were about 120 participants in the class.

Mr. Hensley then stated that the software program that operates the storm warning sirens has been updated. There were three activation points at one time, and with this software there will be remote access to activate the storm warning sirens. If the National Weather Service pushes out an alert that touches Kenton County, it will automatically activate the storm warning sirens.

Those messages will still come into the dispatch center electronically as well. We are the first county in this area to bring this technology online.

Lastly, Mr. Hensley stated that on June 10th there will be an active safety exercise at Thomas More with the Diocese from 8:00 a.m. to 1:00 p.m.

Judge Knochelmann thanked Mr. Hensley for his work on this issue. He knows that the Diocese has been thinking that they don't need to do this, but he appreciates the nudging to them to get this done.

Information Technology

Lisa Desmarais stated that Darrin Gilvin, Network Administrator and Dustin Brown, Technology Administrator have been added to the department. She thanked the Fiscal Court for approving the organizational restructuring for the Dispatch Center and the IT department resulting in the addition of these two excellent resources to IT staffing. They each will contribute greatly to the overall quantity and quality of services we bring to our internal customers who service the citizens of Kenton County.

Ms. Demarais then stated that George Dimotakis and Ron Deforest from Pat Davis Design Group have been working closely with various members of the staff refining concepts for the new brand identity. The new websites for KentonCounty.org, KentonCountySheriff.org, KentonCountyJail.org, and the Fiscal Court Intranet are under development for an anticipated August 2019 implementation. A new website specific to Parks & Recreation Shelter House reservations is also under development.

Ms. Desmarais then stated that they have successfully upgraded the Fund Accounting system to version 5.1 – eFinancePlus. This mitigates the risk of operating very old hardware on a very old operating systems. This also moves the organization closer to paperless purchase-to-pay workflow business processes. Also, they are actively working with the FF&E Planning Team to refine data communications and power needs,

Lastly, Ms. Desmarais stated that they executed PC Replacements for multiple service groups with a total of 72 workstations, and are 93% complete. They upgraded all Office 2007 installations to Office 2013 as part of Exchange Email Server Upgrade, and upgraded/replaced/decommissioned 35 Servers that were running old operating systems that are no longer supported.

Animal Shelter

Beckey Reiter thanked the Fiscal Court for appointing Kelsie Attebery to the shelter. She comes from a local veterinarian's office, and has quite a bit of experience. They are preparing to begin the purchase process for the equipment for the medical room that was so graciously donated to the shelter. The MOU with the University of Cincinnati starts a relationship between the UC Veterinarian Technology and the Animal Shelter. It allow the shelter to provide educational opportunities to the community, and gives free hands on staffing at the shelter. This will show cost savings on the medical expenses.

Ms. Reiter then thanked Kelly Baker and the IT Department, as this is the first time she used the online application process for hiring and it saved so much time and paper.

Commissioner Draud asked if applying online is just one option to apply for a job?

Lisa Desmarais answered that you have to apply online now. The county is no longer accepting paper applications.

County Attorney's Report

County Attorney Stacy Tapke had nothing to report.

Commissioners' Reports

Commissioner Jon Draud

Commissioner Draud stated that he attended the Drug Czar meeting with Senator McConnell, and he is impressed with St. Elizabeth's leadership since Garren Colvin has taken over. St. Elizabeth has spent almost \$10 million fighting drug addiction in Kenton County. Senator McConnell has been able to obtain \$30 million for the area. He was impressed with the meeting that day. There are certainly a lot of people trying to deal with this problem.

Commissioner Beth Sewell

Commissioner Sewell had nothing to report.

Commissioner Joe Nienaber

Commissioner Nienaber had nothing to report.

Judge/Executive's Report

Judge Knochelmann thanked Terry Carl and his staff for hosting the Senator, and it was an interesting event. Three inmates in the drug treatment program were interviewed, and after they were finished the Senator and the Drug Czar walked over and gave them each a hug.

Judge Knochelmann then stated that he is still working on the fire service in Unincorporated Kenton County. They are continuing to work with the four districts to come up with a solution. Steve Hensley and Joe Shriver have been very active in this issue. Hopefully, there will be something to come back to the court with in the near future.

Commissioner Draud asked if there was any effort in the legislature this time to look at this issue?

Judge Knochelmann answered that yes for the issue, but not all encompassing. There are some funds that are existing, and some legislation that has been proposed to go after some Medicaid money to help. In terms of structure on a long term basis, it is not being addressed.

Commissioner Draud asked if there was any local legislative support, such as bills being sponsored?

John Stanton answered that Representative Massie had a bill that did not get a hearing in committee. It is a complicated issue statewide, because there is an amazing array of taxing districts, paid city districts and volunteer districts. We are trying to find common threads that

would work in all the urban and suburban counties. There are communities that are under even more stress than Kenton County. Things should be addressed at some point though.

Lastly, Judge Knochelmann acknowledged Thomas More's Women's Basketball team on their National Championship.

Adjournment

Having completed all business before the Court, Commissioner Draud offered a motion to adjourn, which was seconded by Commissioner Sewell. Judge Knochelmann requested a voice vote, whereupon all members present voted in the affirmative with a 4-0 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 March 26, 2019.



Sue J. Kaiser
Fiscal Court Clerk