

KENTON COUNTY FISCAL COURT

VIRTUAL MEETING

<http://www.tbnk.org/togo2>

MEETING MINUTES

October 27, 2020
5:30 P.M.

Call to Order

Judge/Executive Knochelmann called to order the October 27, 2020, virtual meeting of the Kenton County Fiscal Court. Commissioner Nienaber 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
Kurt Greivenkamp, Assistant County Treasurer
Sue Kaiser, Fiscal Court Clerk

Approval of Minutes

A. Approval of the Minutes from the meeting of October 13, 2020.

Commissioner Sewell made the motion for approval; seconded by Commissioner Draud. Judge Executive Knochelmann called for a roll call vote with the results being Commissioner Draud, yes, Commissioner Sewell, yes, Commissioner Nienaber, yes, and Judge Knochelmann, yes. The motion passed with a vote of 4-0.

Citizens Address

No citizens sent any questions to the Fiscal Court.

General Business

A. Public Hearing for the Transitions CDBG, COVID Grant, and Approval of Resolution 20-35 for the grant.

Kristin Scott from NKADD opened the hearing and stated that they are applying for the Community Development Block Grant funds for COVID relief for the Kentucky Recovery Centers. Effective August 10, 2020, HUD made CDBG COVID funds available for these centers in order to prevent, prepare for and respond to the current virus. The application can be up to \$200,000. Kenton County is applying for these funds for Transition. The funds requested in the amount of \$200,000 will benefit the Transitions Grateful Life Center Program. The \$200,000 will be split with \$190,000 going to the Grateful Life Center, and \$10,000 going to NKADD for administration of the grant. The Kenton County Fiscal Court has been the recipient of these normal funds for Kentucky Recovery over the past several years, and these funds normally serve up to 100

residents every year. All of these CDB G and HUD guidelines will be followed and adhered to during the duration of this project.

County Administrator Joe Shriver stated that to clarify, we're doing the normal CDBG operational grant for transitions that we normally do, but there is also a COVID grant. We will come back at a later date and do the budget amendment to allow the funds to come into our budget. All we're doing tonight is voting for their normal operational grant, and then a COVID grant with a resolution.

Judge Knochelmann asked for approval of the regular CDBG Grant application.

Commissioner Draud made the motion for approval; seconded by Commissioner Sewell. Judge Executive Knochelmann called for a roll call vote with the results being Commissioner Draud, yes, Commissioner Sewell, yes, Commissioner Nienaber, yes, and Judge Knochelmann, yes. The motion passed with a vote of 4-0.

Judge Knochelmann asked for approval of the CDBG COVID Grant application.

Commissioner Nienaber made the motion for approval; seconded by Commissioner Sewell. Judge Executive Knochelmann called for a roll call vote with the results being Commissioner Draud, yes, Commissioner Sewell, yes, Commissioner Nienaber, yes, and Judge Knochelmann, yes. The motion passed with a vote of 4-0.

B. Request approval to award the Kenton County Second Floor Fit Up bid to Radius Construction for the Kenton County Fiscal Court.

Judge Knochelmann stated that we did go out to bid on this project. We had a very good response, and we'd like to ask for permission to move forward with awarding the contract to Radius Construction. The bids were very close together, and we had three really good one. We are very appreciative of all the bids that came in. This would be the first level of work, and there's a second piece that Behringer Crawford will still do. This bid is for the HVAC, flooring, electrical and that kind of thing. Behringer Crawford will then still set up the space in more of a historic beer motif. This is the work that we had Ben Brandstetter help on, as in the design work.

Commissioner Draud asked is this is the area that Reid Schott gave the money towards?

Judge Knochelmann answered that this is correct. So, 100% of this project is covered by the donation.

Commissioner Draud asked how much the bid was for the work?

County Administrator Joe Shriver answered that the bid was \$72,700 from Radius Construction.

Commissioner Draud asked if Reid Schott had given us \$250,000?

Judge Knochelmann answered that there is money left from the donation to Behringer Crawford, that covered the work on the first floor and covers this work. There will about \$60,000 to \$70,000 left.

Commissioner Draud asked if there is a completion date on this work?

Mr. Shriver answered that he doesn't have the schedule at the moment, but will send it out.

Commissioner Draud asked when the sculpture will be done that will go in the front of the Administrative building?

Judge Knochelmann answered that it will take about a year and a half, as the sculptor had two other pieces to finish. He just started on ours, and it is a slow process.

Commissioner Sewell made the motion for approval; seconded by Commissioner Draud. Judge Executive Knochelmann called for a roll call vote with the results being Commissioner Draud, yes, Commissioner Sewell, yes, Commissioner Nienaber, yes, and Judge Knochelmann, yes. The motion passed with a vote of 4-0.

C. Claims Lists - Dated October 23, 2020.

There were no questions on the Claims List.

Ordinances

A. Ordinance No. 121.42 - Second Reading An Ordinance amending the Kenton County, Kentucky Code of Ordinances re: Kenton County Policy Manual and County Administrative Code.

There were no questions on this Ordinance.

Commissioner Draud made the motion for approval; seconded by Commissioner Nienaber. Judge Executive Knochelmann called for a roll call vote with the results being Commissioner Draud, yes, Commissioner Sewell, yes, Commissioner Nienaber, yes, and Judge Knochelmann, yes. The motion passed with a vote of 4-0.

B. Ordinance No. 532.19 - First Reading An Ordinance amending Kenton County 's Code of Ordinances placing traffic control devices on streets located in Unincorporated Kenton County.

Nick Hendrix stated that this is a cleanup of the Ordinance. There are a lot of stop signs where they shouldn't be, or where they haven't been. This Ordinance is just a cleanup of a handful of new streets that have entered our system. It addresses fire lane designation, stop signs and speed limits.

Consent Agenda

- A. Exhibit No. 20-136
Request approval to award the rooftop HVAC units bid to Peck Hannaford & Briggs for the Kenton County Emergency Communications Center.**
- B. Exhibit No. 20-137
Request approval to ratify the professional surveying services agreement to provide for the consolidation of multiple parcels carved out of the St. Elizabeth property, Covington.**
- C. Exhibit No. 20-138
Request approval to update the purchasing and procedures manual for the Kenton County Fiscal Court.**
- D. Exhibit No. 20-139**

Request approval to accept the grant from the Department of Justice for reducing the inmate population and recidivism for the Kenton County Detention Center.

- E. Exhibit No. 20-140
Request approval of change order (#01) for the Kenton County Clerk's office renovation at the Kenton County Historic Courthouse.**
- F. Exhibit No. 20-141
Request approval to ratify the lease agreement between the Kenton County Fiscal Court and the Emergency Shelter of Northern Kentucky.**
- G. Exhibit No. 20-142
Request approval of the parking agreement between the Kenton County Fiscal Court and Gravity Diagnostics.**

Judge Knochelmann stated that he wanted to point out the HVAC equipment at the Emergency Communications Center will be covered by COVID dollars. The surveying item is very important for the Health Department property. The Department of Justice grant that we are accepting is for the jail upgrades. The change order for the historic courthouse is for the Clerk's office in Independence. Lastly, is the lease for the Emergency Shelter, and support of a rental agreement for parking spaces for Gravity Diagnostics in the County Garage.

Commissioner Sewell asked if there is anything drastically different in the Emergency Shelter agreement than what we had before?

Judge Knochelmann answered that this is totally different. We now have a 30 year lease that can be renewed in 15 year increments. If they aren't living up to their side of the deal, we can end the lease, and their investment would have to be recouped which is similar to what we did with Transitions. In the Scott St. building, we did take responsibility for maintenance. Now, they will pay for that. They are trying to get some CARES money to help them.

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 roll call vote with the results being Commissioner Draud, yes, Commissioner Sewell, yes, Commissioner Nienaber, yes, and Judge Knochelmann, yes. The motion passed with a vote of 4-0.

Executive Orders

- A. Executive Order 20-93
An Executive Order relating to the Kenton County Fiscal Court approving the appointment of David Dennis as the Firefighter Trustee for the Elsmere Fire District Board.**

Commissioner Draud made the motion for approval; seconded by Commissioner Sewell. Judge Executive Knochelmann called for a roll call vote with the results being Commissioner Draud, yes, Commissioner Sewell, yes, Commissioner Nienaber, yes, and Judge Knochelmann, yes. The motion passed with a vote of 4-0.

- B. Executive Order 20-94**

An Executive Order relating to the Kenton County Fiscal Court approving the appointment of Krystal Daugherty as a Part Time Tax Clerk for the Kenton County Treasury Department.

Commissioner Sewell made the motion for approval; seconded by Commissioner Nienaber. Judge Executive Knochelmann called for a roll call vote with the results being Commissioner Draud, yes, Commissioner Sewell, yes, Commissioner Nienaber, yes, and Judge Knochelmann, yes. The motion passed with a vote of 4-0.

**C. Executive Order 20-95
An Executive Order relating to the Fiscal Court approving the discretionary increases for 2020-2021.**

Commissioner Draud voted no for the previous reasons that he stated at the last meeting. He doesn't feel that it is appropriate to give increases during this COVID time.

Commissioner Sewell made the motion for approval; seconded by Commissioner Nienaber. Judge Executive Knochelmann called for a roll call vote with the results being Commissioner Draud, no, Commissioner Sewell, yes, Commissioner Nienaber, yes, and Judge Knochelmann, yes. The motion passed with a vote of 4-0.

Administrative Reporting

Emergency Management

Last week we added 9,335 new cases. This week is projected to be worse. The new cases today are at 1,786. Of those cases, Kenton has 60, Boone has 41 and Campbell has 36 with a positivity rate of 5.97%. The total cases are 99,652, of which 17,881 have recovered. The total number tested is 1,937,567. There have been 1,410 deaths, and a positivity rate of 5.84%.

Mr. Hensley then stated that Drive thru testing continues through November at 25 Atlantic Ave, Erlanger. Currently they are testing 300 plus people daily, and the hours of operation are M-F 08:30-2:30. He then explained what is meant by the term Red County. The groups represent blocks of average daily COVID-19 cases per 100,000 residents: 'Green' counties (of which there are none presently) have fewer than one case per 100,000 residents. 'Yellow' counties have between one and 10 cases per 100,000 residents. 'Orange' counties have between 10 and 25 cases per 100,000 residents. 'Red' counties have more than 25 cases per 100,000 residents. More counties are currently red than at any time during the pandemic, Governor Beshear said Monday. Under existing recommendations, when a county goes 'red', schools are advised to go virtual, sports are paused and visitation at long-term care facilities is restricted. The governor's new recommendations for 'red' counties are as follows:

- Employers allow employees to work from home when possible;
 - Non-critical Government offices to operate virtually;
 - Reduce in-person shopping; order online or curbside pickup;
 - Order takeout; avoid dining in restaurants or bars;
- Prioritize businesses that follow and enforce mask mandate and other guidelines;
 - Reschedule, postpone or cancel public and private events
 - Do not host or attend gatherings of any size;
 - Avoid non-essential activities outside of your home;
- Reduce overall activity and contacts, and follow existing guidance, including 10 steps to defeat COVID-19.

Mr. Hensley then stated that they have picked up and distributed PPE to support the schools, along with the County Clerk, to support the upcoming election. They also obtained an additional 120 portable cots. This will give them the ability to assist with sheltering needs as they arise, either during the winter or during a disaster.

Finally, Mr. Hensley stated that each county has been asked to provide the Health Department with possible drive thru locations for vaccinations, when a vaccine becomes available.

Commissioner Draud asked if it is now flu season?

Mr. Hensley answered that yes it is.

Commissioner Draud asked what the official start date if of flu season?

Mr. Hensley stated that he is not sure of the exact date, but they are strongly encouraging people to get the flu shot. A lot of the symptoms of the flue are similar to COVID symptoms. They don't want people to become fearful, and race to the hospital thinking that they have COVID.

Animal Shelter

Becky Reiter stated that year to date they have received 1,209 animals to the shelter, with 633 being in the third quarter. Animal Control has answered 2,540 calls year to date, with 1,069 being in the third quarter. The one on one volunteer orientations in the last six weeks have been at 21, which includes 73.7% of online registration. The live release rate is at 92%.

Ms. Reiter then stated that some feedback that she's gotten from some of our volunteers, is that they would like more information about the shelter and what's going on. So, they have started a monthly newsletter, and the second one goes out at the end of this month. They are also working on some t shirt designs, and then they are investigating the possibility of beginning a teen volunteer program. Hopefully by the end of school year this year. Also, they are finalizing some of the testing for online licensing, which they hope to have ready by the end of the year.

Commissioner Draud asked what effect COVID has had on the Shelter?

Ms. Reiter answered that is has moved them more towards virtual interaction for adoption. People are doing online applications, and they are setting up appointments instead of having free flowing traffic through the facility. There's a lot of adoption is going on. She thinks their call volume is down a little bit due to the fact that people are working from home, and they're aware if their dogs are barking or becoming an issue or if they get out. It has had a positive impact on the number of animals that are getting out of the facility, and our rescue organizations say that they have a waiting list for people who want to adopt. So we're moving them through pretty quickly when they do come in.

Technology Services

Jessica Ramsey stated that she wanted to give an update on the work that is being done at the Independence Courthouse. They are working on some of the audio visual upgrades, including display monitors inside of that courtroom, one on either side of the room. There will be a smaller display in the lobby, and we will also have a TBNK feed that will go to that lobby display so that if we have overflow, people will be able to watch and hear the meeting from the, from the lobby. They will be putting in a new podium, as well as couple new microphones, and wiring the room for any future upgrades. The biggest change they will be making is upgrading the control room

so that it can work in HD, which will make meetings there look better for people watching from home and will also allow us to stream those meetings in that room live on the website.

Judge Knochelmann stated that there will be WiFi access in that building also.

Ms. Ramsey stated that there is actually already WiFi access in that building.

Public Works

Nick Hendrix stated that he is happy to report that they are fully prepared for the snow and ice season that we all hope we don't get, but at this point they are fully staffed. They have a dome full of salt, and the chloride tanks are full. The routes are prepared, and they calibrate trucks last week.

Mr. Hendrix then stated that he wanted to share a couple statistics on the fall cleanup, which was October first through the third. They had 899 loads come into the facility, and almost 1000 tires were dropped off. So it was a successful event by any measure. The tire amnesty event that they had the following weekend sponsored by the State was also a success. He then made a final plug for the household waste event. Before the next time we meet, they will have a household hazardous waste event at the UC Health Stadium, which is formerly the home of the Florence Freedom. That is next Saturday, November 7th, and folks are welcome to bring any of their household hazardous waste items, disinfectants, cleaners, televisions, paint, oils or gases.

Judge Knochelmann pointed out that work has started on Bromley/Crescent Springs Rd., as they have started putting up telephone poles.

Mr. Hendrix stated that they have started clearing the area for relocation of the utility lines. Major construction activity probably won't start until the spring.

Judge Knochelmann stated that they had their quarterly meeting today with the Transportation Cabinet. There are limited dollars, but a lot of great projects to be done. Some projects are being wrapped up as well. There is different pavement and lighting at the Ft. Mitchell curve of I-75, so the hope is that will be safer. He thanked the State for working with us on that project.

Commissioner Draud asked if our part for the Bromley/Crescent Springs Rd. project is 20%?

Mr. Hendrix answered that the 20% is made up of a partnership between Kenton County, Crescent Springs and Ft. Mitchell.

Commissioner Draud asked what the total is for the State?

Mr. Hendrix answered that 80% of the dollars are Federal funds.

Commissioner Draud asked how much the whole project is going to cost?

Mr. Hendrix answered that we are just shy of \$10 million for the entire project.

Commissioner Draud asked when it will be completed?

Mr. Hendrix answered that the fixed completion date is October of 2022. That is based on no major changes to the contract.

Buildings and Grounds/Parks/Golf Course

Scott Gunning stated that we did receive a grant from the Durr Foundation for the Fox Run property. We were awarded \$60,000 for the completion of the master plan for the property. He thanked the Durr Foundation for their support, and recognizing the impact that parks have for Kenton County. We're still seeing a lot of visitors that are using that property. Last weekend, we actually hosted the high school regional cross country meet at the park. They had probably a few hundred people out there using that property, so a lot of people are out there using it. In regards to the RFP for the master plan, it is complete and it is scheduled to be closed on November the 13th. We expect to have a recommendation back to the Fiscal Court by the second meeting in November.

Lastly, Mr. Gunning stated that is the renovation at the historic Kenton County Courthouse is still moving forward and going well. He thanked the Fiscal Court for the approval tonight of the change order for the Clerk's office area. We probably have one more change order coming through for some miscellaneous items, but the project is moving forward and going well. As of now, we're looking at a completion date of about November 17th for the workspace, which should allow them to reopen that office by the end of November.

Commissioner Draud asked if there is any progress to add on the potential sidewalks between Lincoln Ridge and Fox Run as a service to the parks?

Mr. Gunning answered that this was included that in the RFP for the master plan. We talked about connectivity, and how we can connect the parks and also the local neighborhoods. So, the person that's awarded that contract is looking at that. Nick Hendrix has put together an estimate of what it would take to get the right of ways. They have also been in communication with the Homeowner's Association president out there. So it's moving forward.

Nick Hendrix stated that the estimate was just shy of \$200,000.

Commissioner Draud stated that \$60,000 would be paid by the grant, correct?

Judge Knochelmann answered that the \$60,000 is to put a plan together for the 220 acres. They will look to see what would be utilized, including sidewalks up towards the road. They are going to give a picture of what the property could be like, and that will include public input. So, the \$60,000 is for the planning for the property.

Commissioner Draud asked if a sidewalk is included in the planning process?

Judge Knochelmann answered that yes it is.

Commissioner Draud stated that he referred the King County Fly Fishing Club to Mr. Gunning, and their name is kind of misleading. They are involved, and spend a lot of money.

Mr. Gunning stated that he did reach out to the President of this group to see if there was any potential partnership. The group is going to send over some information, so that this idea can be researched.

Commissioner Draud stated that it is kind of a misleading name, as they are involved in a wide range of conservation and community efforts.

Judge Knochelmann stated that we want to start referring to the Independence Courthouse as the Historic Kenton County Courthouse to avoid any confusion with the City of Independence Courthouse. They tore down the firehouse next to there, and there will be more parking soon.

County Attorney 's Report

County Attorney Stacy Tapke had nothing to report.

Commissioners ' Reports

Commissioner Jon Draud

Commissioner Draud stated that he has had several people complain about trying to get their driver's license renewed, and they can't do it at the Covington building. They have to go to Independence. Why is that?

Judge Knochelmann answered that the State kind of pushed him to have one office open, and that's in Independence. So, that is totally out of our control.

Commissioner Draud asked why that is necessary?

Judge Knochelmann answered that the State went around to all the counties and said you should have one office. They have they're very been very rigid about the office hours. So they've cut 50%, and had people work from home. Then when they did bring people back, the issue of social distancing that was mandated by the State has made it tougher on them. He thinks that then when staff has either left to go to other jobs, Mr. Middleton has not been able to rehire and fill back those positions that he had. So he's got a challenge on location and staffing. He does have people working in the building here at the Covington Office, but it's not open to the public. They're processing the stuff that's mailed in. So he encourages people to renew their driver's license online, and mail it in and then you get your new renewal in the mail. Actually, he did that himself, and got it back within about a week. So there is a really good process.

Commissioner Draud stated that he has heard that people have to wait in line for 45 minutes

Judge Knochelmann stated that he will have John Middleton maybe reach out to him, and he can come more clarify some of these challenges, but he does know you can go to the Florence office. What's going to end up happening with this new ID, which you can now get, is that you can do that at this Florence location. So, down the road he envisions that we will have one driver's license spot for all three counties, even though that is not the case today.

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 he would like to comment on how PDS and Tri-Ed are working together on the economic development needs of the County. There was a good discussion today, and he thinks that more information will be coming out soon.

Commissioner Nienaber stated that there is always an opportunity for everybody to work together to help on the economic development front.

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 October 27, 2020.



Sue J. Kaiser
Fiscal Court Clerk