

MINUTES
BOONE COUNTY FISCAL COURT
Boone County Administration Building
Fiscal Courtroom (1st Floor)
Burlington, Kentucky
May 29, 2018
5:30 P.M.

ITEM V.

ORDINANCES

A. Judge Moore asked the Fiscal Court Clerk to read into the record the First Reading of Item V. A: AN ORDINANCE RELATING TO THE BOONE COUNTY FISCAL COURT PROVIDING FOR A CREDIT OF ITS OCCUPATIONAL LICENSE FEE FOR NEW EMPLOYEES AS PART OF AN ECONOMIC DEVELOPMENT PROJECT BY CORROSION RESISTANT REINFORCING UNDER THE KENTUCKY BUSINESS INVESTMENT PROGRAM (KRS 154.32-010—KRS 154.32-100. Jeff Earlywine, County Administrator, stated this is a new facility in Walton. They work with stainless steel rebar that is used with concrete. There are investing \$12.5M with 10 new jobs. They will receive a credit on their Occupational License. Judge Moore explained the advantage for small businesses to operate under this program. Commissioner Flaig asked a question concerning the time frame, Jeff Earlywine responded, in compliance with the application with the State, generally around 2 years. Judge Moore stated this is the First Reading and the proposed date for Second Reading will be June 26th.

ITEM VI.

JUDGE'S REPORT

A. Judge Moore asked the Fiscal Court Clerk to read into the record Item VI. A: A RESOLUTION RELATING TO THE BOONE COUNTY FISCAL COURT AUTHORIZING THE APPOINTMENT, BY GARY W. MOORE, COUNTY JUDGE/EXECUTIVE, OF JASON BURCHAM, DVM TO THE NORTHERN KENTUCKY DISTRICT BOARD OF HEALTH. Judge Moore commented this Board requires a variety of different skill sets and one is for a Veterinarian. Our current Veterinarian has an expired term. Dr. Burcham is young and will bring fresh ideas. Commissioner Flaig moved, seconded by Commissioner Walton, to approve the Resolution. Judge Moore called for a vote on the motion, ALL PRESENT VOTING AYE 4-0.

B. Judge Moore asked the Fiscal Court Clerk to read into the record Item VI. B: A RESOLUTION RELATING TO THE BOONE COUNTY FISCAL COURT AUTHORIZING THE RE-APPOINTMENT BY GARY W. MOORE, COUNTY JUDGE/EXECUTIVE, OF JOHN MOCKER AS BOONE COUNTY'S REPRESENTATIVE TO THE CVG AIRPORT BOARD. Commissioner Kenner moved, seconded by Commissioner Walton, to approve the Resolution. Judge Moore called for a vote on the motion, ALL PRESENT VOTING AYE 4-0.

C. Judge Moore asked the Fiscal Court Clerk to read into the record Item VI. C: A RESOLUTION RELATING TO THE BOONE COUNTY FISCAL COURT AUTHORIZING THE RE-APPOINTMENT, BY GARY W. MOORE, COUNTY JUDGE/EXECUTIVE, OF SUBHAS PATEL TO THE NORTHERN KENTUCKY CONVENTION AND VISITORS COMMISSION REPRESENTING THE NORTHERN KENTUCKY HOTEL AND LODGING ASSOCIATION. Judge Moore explained names are provided by the different groups associated with the Board. Mr. Patel is recommended by the Hotel Association. Commissioner Walton moved, seconded by Commissioner Flaig, to approve the Resolution. Judge Moore called for a vote on the motion, ALL PRESENT VOTING AYE 4-0.

D. Judge Moore asked the Fiscal Court Clerk to read into the record Item VI. D: A RESOLUTION RELATING TO THE BOONE COUNTY FISCAL COURT APPROVING THE APPOINTMENT BY GARY W. MOORE, COUNTY JUDGE/EXECUTIVE, OF BRAD SCHWENKE, AS A NEW APPOINTEE, TO THE UNION FIRE PROTECTION DISTRICT BOARD OF TRUSTEES. Judge Moore stated this is another young applicant, getting the next generation involved. Commissioner Kenner moved, seconded by Commissioner Walton, to approve the Resolution. Judge Moore called for a vote on the motion, ALL PRESENT VOTING AYE 4-0.

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ITEM VII.

ADMINISTRATIVE MATTERS

A. Judge Moore asked the Fiscal Court Clerk to read into the record Item VII. A: A RESOLUTION RELATING TO THE BOONE COUNTY FISCAL COURT APPROVING AMENDMENTS TO THE ADOPTED BY-LAWS OF THE BOONE COUNTY ETHICS COMMISSION. Jeff Earlywine, County Administrator, stated this is a request from the Ethics Commission. At their Annual Meeting they determined it was necessary to update and make amendments to the By-Laws. A Special Meeting was held to make changes and requires approval from the Ethics Commission and the Fiscal Court. The changes involved using the County website for information and allow officials to succeed themselves. Commissioner Kenner moved, seconded by Commissioner Flaig, to approve the Resolution. Judge Moore called for a vote on the motion, ALL PRESENT VOTING AYE 4-0.

B. Judge Moore asked the Fiscal Court Clerk to read into the record Item VII. B: A RESOLUTION RELATING TO THE BOONE COUNTY FISCAL COURT DECLARING MISCELLANEOUS ITEMS AS SURPLUS FROM THE PSCC DEPARTMENT. Matthew Webster, Assistant County Administrator, stated this is a list of various antiquated equipment such as typewriters and phones that were in a storage closet. They will be placed on GovDeals.com. Commissioner Walton moved, seconded by Commissioner Flaig, to approve the Resolution. Judge Moore called for a vote on the motion, ALL PRESENT VOTING AYE 4-0.

C. Judge Moore asked the Fiscal Court Clerk to read into the record Item VII. C: A RESOLUTION RELATING TO THE BOONE COUNTY FISCAL COURT AWARDING THE BID FOR INSTALLATION OF EMERGENCY EQUIPMENT ON NEW LAW ENFORCEMENT VEHICLES TO 911 FLEET & FIRE EQUIPMENT. Jeff Earlywine, County Administrator, explained the County received two (2) bids to install this equipment. Industry certifications and credentials are required. This bidder meets all requirements. Commissioner Kenner moved, seconded by Commissioner Walton, to approve the Resolution. Judge Moore called for a vote on the motion, ALL PRESENT VOTING AYE 4-0.

D. Judge Moore asked the Fiscal Court Clerk to read into the record Item VII. D: A RESOLUTION RELATING TO THE BOONE COUNTY FISCAL COURT REJECTING THE BID FROM KACO REVERSE AUCTION FOR SALT AND AWARDING THE BID FOR BULK ICE CONTROL ROCK SALT/SODIUM CHLORIDE FROM CARGILL TECHNOLOGY FOR THE CITY OF FLORENCE AND THE COUNTY OF BOONE. Scott Pennington, County Engineer, stated Cargill was the low bid; salt prices will be going up. We will be able to fill our storage units before the price change. Commissioner Flaig moved, seconded by Commissioner Kenner, to approve the Resolution. Judge Moore called for a vote on the motion, ALL PRESENT VOTING AYE 4-0.

E. Judge Moore asked the Fiscal Court Clerk to read into the record Item VII. E: A RESOLUTION RELATING TO THE BOONE COUNTY FISCAL COURT MODIFYING THE ORIGINAL BID AWARD PURSUANT TO RESOLUTION NO. 2018-57, FOR CONTRACT MOWING SERVICES BY AWARDING THE BID FOR SPECIFIC CONTRACT MOWING SERVICES TO MERKLE LAWN CARE COMPANY, INC., SZABO AND TURF MASTERS LAWN CARE, LLC. Jeff Earlywine, County Administrator, stated this is the mowing bid where two (2) companies were unable to perform. The County contacted the next low bidders and they accepted. Commissioner Walton moved, seconded by Commissioner Flaig, to approve the Resolution. Judge Moore called for a vote on the motion, ALL PRESENT VOTING AYE 4-0.

F. Judge Moore asked the Fiscal Court Clerk to read into the record Item VII. F: A RESOLUTION RELATING TO THE BOONE COUNTY FISCAL COURT AUTHORIZING THE REMOVAL AND RELOCATION OF ALL ABANDONED GRAVES IN THE CHRISTY FAMILY CEMETERY LOCATED ON SOUTH AIRFIELD DRIVE AND THE TANNER/CLUTTERBUCK FAMILY CEMETERY LOCATED ON SOUTH AIRFIELD DRIVE. Jeff Earlywine, County Administrator, stated all information is in your packet about these graves. They are not abandoned but well-marked. The smaller cemetery has 2 graves and the larger one has 13-17 graves. Due to expansion of development at the Airport they need to move the graves. All statutory steps have been taken to notify the families and all paperwork is in order. The graves will be moved to Hebron Lutheran Cemetery. Judge Moore asked if anyone was in the audience opposed to moving the graves. Ms. Andrea Crider from Environment and Archaeology stated Notices were published, they received 3 phone calls but otherwise no response. Commissioner Flaig asked if the headstones would be moved. Ms. Crider responded everything will be moved and reset and new markings stating they are relocated will be set. The Boone

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County Library and Boone County Preservation Commission will also be notified. Commissioner Kenner moved, seconded by Commissioner Walton, to approve the Resolution. Judge Moore called for a vote on the motion, ALL PRESENT VOTING AYE 4-0.

G. Judge Moore asked the Fiscal Court Clerk to read into the record Item VII. G: A RESOLUTION RELATING TO THE BOONE COUNTY FISCAL COURT ACCEPTING THE PROPOSAL FROM GEOTECHNOLOGY, INC., FOR GEOTECHNICAL EXPLORATION FOR THE EVERGREEN/RIDGEVIEW SANITARY SEWER PROJECT UNDER A SUB-CONSULTANT CONTRACT TO STRAND ASSOCIATES FOR THE TOTAL PRICE OF \$26,900.00. Scott Pennington, County Engineer, stated this is to approve the Contract with Strand for geotechnical exploration for the sewer project. Commissioner Kenner moved, seconded by Commissioner Flaig, to approve the Resolution. Judge Moore called for a vote on the motion, ALL PRESENT VOTING AYE 3-0; with 1 recusal by Commissioner Walton.

H. Judge Moore asked the Fiscal Court Clerk to read into the record Item VII. H: A RESOLUTION RELATING TO THE BOONE COUNTY FISCAL COURT ACCEPTING THE DESIGN FEE PROPOSAL FROM GRESHAM SMITH & PARTNERS IN THE AMOUNT OF \$66,416.00 FOR THE LIMABURG ROAD AT KY 18 INTERSECTION TO IMPROVE TRAFFIC CONGESTION. Judge Moore stated this is a much needed project that will add additional turn lanes on Limaburg Road. Scott Pennington, County Engineer, added this design consultant is on our approved list to extend the turn lanes. This is a CMAQ job with federal funds along with a County match. We will approve the design. Commissioner Flaig moved, seconded by Commissioner Walton, to approve the Resolution. Judge Moore called for a vote on the motion, ALL PRESENT VOTING AYE 4-0.

ITEM VIII.

FISCAL MATTERS

A. Judge Moore presented the Invoice Report dated May 29th, 2018 and pre-paid Invoice Reports dated May 10th, May 17th and May 24th, 2018. Jeff Earlywine, County Administrator, stated that pre-paid approval was also needed to pay Poll Workers for working the Primary Election through the County Clerk's office. Commissioner Kenner moved, seconded by Commissioner Walton to approve the Invoice Reports and payment of Poll Workers. Judge Moore called for a vote on the motion, ALL PRESENT VOTING AYE 4-0.

B. Judge Moore presented the Golf Invoice Report dated May 29th, 2018 and pre-paid Golf Invoice Reports dated May 10th and May 24th, 2018. Commissioner Flaig moved, seconded by Commissioner Walton to approve the Golf Invoice Reports. Judge Moore called for a vote on the motion, ALL PRESENT VOTING AYE 4-0

C. Judge Moore presented the Treasurer's Monthly Financial Report, Interfund Transfers and Financial Statements for the month ending April 30th, 2018. Ben Reece, County Treasurer, stated this monthly financial statement includes a summary of our bank reconciliation. Commissioner Walton moved, seconded by Commissioner Flaig to approve the Reports. Judge Moore called for a vote on the motion, ALL PRESENT VOTING AYE 4-0

D. Judge Moore presented the Fiscal Court Order #1. Commissioner Kenner moved, seconded by Commissioner Flaig to approve Court Order #1. Judge Moore called for a vote on the motion, ALL PRESENT VOTING AYE 4-0

ITEM IX.

OLD BUSINESS

Judge Moore asked if there was any Old Business to come before the Court. None presented.

ITEM X.

NEW BUSINESS

Judge Moore asked if there was any New Business to come before the Court. Mr. Bill D'Andrea asked if the County would become a member of the Kentucky Veteran's Hall of Fame. Commissioner Flaig asked if there was a charge, Mr. D'Andrea responded, no. Judge Moore stated we will gather information and respond at our next meeting.

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ANNOUNCEMENTS:

Judge Moore announced that Rotary "Citizen of the Year" nominations are open for anyone in the community that is doing wonderful things. Applications are due by July 6th. The ceremony is August 13th.


ITEM XI

ADJOURNMENT

Judge Moore stated after Adjournment we will immediately begin our Special Meeting for the Budget Workshop. Judge Moore called for adjournment of the Fiscal Court Meeting. Commissioner Flaig moved, seconded by Commissioner Kenner, to adjourn the meeting. ALL PRESENT VOTING AYE 4-0.

CLERK CERTIFICATION

I, Sharon Burcham, 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 during the Boone County Fiscal Court meeting of May 29th, 2018.



Fiscal Court Clerk

Date: 13 JUNE 2018

MINUTES OF SPECIAL BUDGET MEETING
BOONE COUNTY FISCAL COURT
Boone County Administration Building
Fiscal Courtroom (1st Floor)
Burlington, Kentucky
May 29, 2018
6:15 P.M.

ITEM I.

CALL TO ORDER

A. Judge Gary W. Moore Called to Order the Special Meeting of the Boone County Fiscal Court.

Present: Gary W. Moore, County Judge/Executive
Cathy H. Flaig, Commissioner, District 1
Charles E. Kenner, Commissioner, District 2
Charlie Walton, Commissioner, District 3
Robert Neace, County Attorney

Staff: Jeffrey S. Earlywine, County Administrator/Deputy Judge/Executive
Matthew H. Webster, Assistant County Administrator
Scott Pennington, County Engineer
Benjamin T. Reece, Treasurer
Lori Zombek, Director of Human Resources
Maj. David Stallsworth, Sheriff Department
Sharon Burcham, Fiscal Court Clerk

ITEM II.

READING OF SPECIAL MEETING NOTICE

Judge Moore asked the Fiscal Court Clerk to read into the record the Notice of the Special Public Meeting: Please take notice a Special Meeting will be held by the Boone County Fiscal Court at the Administration Building, 2950 Washington Street, 1st Floor, Burlington, KY, 41005 on Tuesday, May 29th 2018 at the conclusion of the regular Fiscal Court Meeting, no earlier than 6:00 PM, for the purpose of reviewing the FY2019 Budget. This Budget Workshop for the Fiscal Court represents the only agenda item and no other matters will be discussed by the Fiscal Court at this Special Meeting. There will be no public comments accepted at this meeting. Any person requiring a special accommodation to participate at this meeting is encouraged to contact the Boone County Fiscal Court offices in advance of the meeting at (859) 334-2242. Gary W. Moore, Judge/Executive.

ITEM III.

PRESENTATIONS

Judge Moore commented the Public Hearing for the Budget will be June 12th.

Jeff Earlywine, County Administrator, stated this presentation is about the capital portion of the Budget. He presented a slide of the Capital Improvement Budget Overview including Grants and the General Fund. Total proposed budget is \$21,087,383. There will be presentations regarding the golf course facility, software technology, roads and sidewalks and an overview of capital expenses.

Russ Gartner from the Golf Course was introduced. He thanked the Court and referenced the NGF study that was performed a year ago. He stated NGF had more critical issues with the Boone Links Clubhouse, explained recommendations and showed the revised floor plan. Updated final costs of construction are \$4.2M. Revenue streams to pay for project are increase of existing green fees; increased concessions and special events. In addition, the creation of new revenue streams include digital golf simulator and miniature golf. A four-year projection was shown for revenue and expenses.

Matthew Webster, Assistant County Attorney, shared the key points for the golf course upgrade. It will be a self-sustaining operation with no general fund appropriations. Questions and discussions followed on Devou Park's feasibility study, hours of operation and additional staff needed and seasonal workers, lights for the miniature golf and use of the banquet hall. Judge Moore stated the Court would receive public comment at the June 12th meeting. Jeff Earlywine, County Administrator, stated there will be transitional expenses with the project, reviewed the debt retiring and the "due to" balance to the General Fund under this model of operation and noted the County owns the asset.

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Ben Reece, Treasurer, presented a request for \$750,000 for accounting software; equipment and programing. This will be used primarily by three departments, Occupational License, Building Inspection and Finance. It will add more transparency. Jeff Earlywine, County Administrator, added this program will also allow companies to file electronically with the County. Judge Moore asked if other cities or counties were using this software. Ben Reese, Treasurer, responded, the Boone County School Board. Discussion followed on different brands of this type of software.

Scott Pennington, County Engineer, presented slides on Bridges/Streets & Sidewalks. He listed all the projects that are pending, out to bid or in the process of construction. Judge Moore asked if there were any questions.

Jeff Earlywine, County Administrator, acknowledged two factors that have made a difference in our projects; one being the Engineer that we have hired, Daniel Menetrey and the approved Engineering firms that the Court approved for the County to use.

Jeff Earlywine presented Special Projects/Capital Improvements:

- Radio project,
- security for County buildings;
- Burlington Plaza Park;
- complete landscape islands along 237;
- Repair of Park shelters;
- Need of a Park Department storage building;
- New Animal Shelter
- Sanitary sewer projects

B. Discussion:

Judge Moore commented the SD1 money is a Loan from the County.
Discussion was had on no tax increase, 25% of Budget in reserve, Credit rating of AA+;
Commissioner Flaig asked what debt the County had, Jeff Earlywine responded, Public Safety Complex; the Petersburg Community Center and rural water.

Judge Moore commented some needs in the community are paving of subdivision streets, more athletic fields. The Conservation District is an open item for discussion.

First Reading for the Budget and Public Hearing will be June 12th.

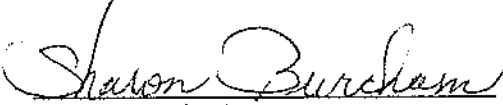
ITEM XI

ADJOURNMENT

Judge Moore called for adjournment of the Special Meeting of the Fiscal Court. Commissioner Kenner moved, seconded by Commissioner Walton, to adjourn the meeting. ALL PRESENT VOTING AYE 4-0.

CLERK CERTIFICATION

I, Sharon Burcham, 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 during the Special Meeting of the Boone County Fiscal Court on May 29th, 2018.


Fiscal Court Clerk

Date: 13 JUNE 2018