

MINUTES
BOONE COUNTY FISCAL COURT
Boone County Administration Building
Fiscal Courtroom (1st Floor)
Burlington, Kentucky
February 27, 2018
5:30 P.M.

ITEM I.

CALL TO ORDER

- A. Judge Gary W. Moore Called to Order the meeting of the Boone County Fiscal Court.
- B. Commissioner Charles Kenner presented the Invocation and the Pledge to the Flag.

Judge Moore noted that Commissioner Charlie Walton is not in attendance this evening. Judge Moore also recognized Boy Scout Troop 805 from Union Presbyterian Church in attendance to observe the actions of 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 (absent)
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. Tom Scheben, Sheriff Department
Sharon Burcham, Fiscal Court Clerk

ITEM II.

APPROVAL OF MINUTES

A. Judge Moore presented the Minutes from the February 13, 2018 Fiscal Court Meeting for approval. Commissioner Kenner moved, seconded by Commissioner Flaig, to approve the Minutes from the February 13, 2018 Fiscal Court Meeting, with no changes. Judge Moore called for a vote on the motion, MOTION PASSED AYE 3-0.

ITEM III.

PRESENTATIONS

- A. There were no presentations.

ITEM IV.

PERSONNEL MATTERS

A. Judge Moore asked the Fiscal Court Clerk to read into the record Item IV. A: A RESOLUTION RELATING TO THE BOONE COUNTY FISCAL COURT AUTHORIZING THE APPOINTMENT, BY GARY W. MOORE, COUNTY JUDGE/EXECUTIVE, OF PHILLIP STUBBLEFIELD TO THE POSITION OF SERGEANT FOR THE BOONE COUNTY ANIMAL CARE AND CONTROL CENTER. Lori Zombek, Director of Human Resources, stated this position will fill the vacancy due to Colleen Bray moving to Director. 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.

B. Judge Moore asked the Fiscal Court Clerk to read into the record Item IV. B: A RESOLUTION RELATING TO THE BOONE COUNTY FISCAL COURT AUTHORIZING THE APPOINTMENTS, BY GARY W. MOORE, COUNTY JUDGE/EXECUTIVE, OF SEASONAL NEW HIRES AND SEASONAL RE-HIRES FOR THE BOONE COUNTY PARKS DEPARTMENT. Lori Zombek, Director of Human Resources, stated we are gearing up for the summer months with our seasonals. Judge Moore explained the seasonals do not receive benefits; they save the County money and give the students experience. 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.

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C. Judge Moore asked the Fiscal Court Clerk to read into the record Item IV. C: A RESOLUTION RELATING TO THE BOONE COUNTY FISCAL COURT APPROVING THE APPOINTMENTS, BY GARY W. MOORE, COUNTY JUDGE/EXECUTIVE, OF SEASONAL NEW HIRES AND SEASONAL RE-HIRES FOR GROUND MAINTENANCE AT THE BOONE COUNTY GOLF COURSES. Lori Zombek, Director of Human Resources, stated these positions are for maintenance on the greens for the Golf Course. Commissioner Flaig moved, seconded by Commissioner Kenner, to approve the Resolution. Judge Moore called for a vote on the motion, ALL PRESENT VOTING AYE 3-0.

D. Judge Moore asked the Fiscal Court Clerk to read into the record Item IV. D: A RESOLUTION RELATING TO THE BOONE COUNTY FISCAL COURT AUTHORIZING THE APPOINTMENTS, BY GARY W. MOORE, COUNTY JUDGE/EXECUTIVE, OF JOHN YRI AND ADAM CREAMER AS SEASONAL INTERNS AT THE ARBORETUM FOR THE BOONE COUNTY PARKS DEPARTMENT. Lori Zombek, Director of Human Resources, stated the Intern positions are paid through a Grant with the Extension Office. Judge Moore stated the Arboretum is located at Central Park on Camp Ernst Road. The Arboretum is a joint project with the Extension Service. Commissioner Flaig moved, seconded by Commissioner Kenner, to approve the Resolution. Judge Moore called for a vote on the motion, ALL PRESENT VOTING AYE 3-0.

ITEM V.

ORDINANCES

A. There were no Ordinances at this time.

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 MICHAEL WILSON TO THE NORTHERN KENTUCKY SOLID WASTE MANAGEMENT TECHNICAL ADVISORY COMMITTEE. Judge Moore explained Mike Wilson is the new Director at the Recycling Center and that position serves on the Technical Advisory Board for Solid Waste. Commissioner Flaig moved, seconded by Commissioner Kenner, to approve the Resolution. Judge Moore called for a vote on the motion, ALL PRESENT VOTING AYE 3-0.

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 DECLARING CERTAIN IMPROVEMENTS ON REAL PROPERTY LOCATED AT 2501 PETERSBURG ROAD, HEBRON, AS SURPLUS PROPERTY. Jeff Earlywine, County Administrator, stated the Court declared 2501 Petersburg Road as surplus because of serious flooding at this property due to upstream development. The Staff Report stated the County will acquire the property and remove the structure. The property will be advertised on GovDeals.com with other surplus declared property. 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.

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 INFORMATION SYSTEMS DEPARTMENT. Lori Zombek, Director of Human Resources, stated this is property from the Information Systems Department deemed as surplus and will be place on GovDeals.com. Commissioner Flaig moved, seconded by Commissioner Kenner, to approve the Resolution. Judge Moore called for a vote on the motion, ALL PRESENT VOTING AYE 3-0.

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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 APPROVING A ONE YEAR CONTRACT EXTENSION WITH ON SOLVE TO PROVIDE EMERGENCY MASS NOTIFICATION SYSTEM SOFTWARE AND SERVICES. Jeff Earlywine, County Administrator, explained the current Contract ends March 17th. Boone County has partnered with Kenton County to acquire this joint Emergency Mass-Notification System. We are pleased with the product and the annual cost is unchanged. The cost will be split equally between Boone and Kenton County. Commissioner Kenner moved, seconded by Judge Moore, to approve the Resolution. Judge Moore called for a vote on the motion, ALL PRESENT VOTING AYE 3-0.

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 AWARDING THE BID FOR CONTRACTED WASTE MANAGEMENT SERVICES AT VARIOUS COUNTY PARKS TO PRO KLEEN INDUSTRIAL SERVICES, INC., AND RUMPKE WASTE MANAGEMENT. Lori Zombek, Director of Human Resources, commented we had 2 vendors respond. This covers port-o-lets and pumping of the holding tanks at our Parks and Golf Courses. It was a substantial savings to award the bids separately. Judge Moore stated the holding tanks are located at Central Park. Commissioner Flaig moved, seconded by Commissioner Kenner, to approve the Resolution. Judge Moore called for a vote on the motion, ALL PRESENT VOTING AYE 3-0.

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 AWARDING THE PRIMARY BID FOR ASPHALT PAVING/MILLING FOR FISCAL YEAR 2017-18 TO EATON ASPHALT PAVING FOR THE PUBLIC WORKS DEPARTMENT. Scott Pennington, County Engineer, stated this is for annual bids for re-surfacing; we received bids from 4 vendors and are presenting the lowest bid for consideration. Judge Moore stated Boone County has several paving companies and that allows for great prices due to their close location. Scott Pennington commented that Northern Kentucky has the best paving bids in the State. Commissioner Flaig moved, seconded by Commissioner Kenner, to approve the Resolution. Judge Moore called for a vote on the motion, ALL PRESENT VOTING AYE 3-0.

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 AWARDING THE BID FOR BUILDING SECURITY DESIGN AND CONSULTING SERVICES TO CMTA CONSULTING ENGINEERS. Matthew Webster, Assistant County Administrator, explained after a review of the security system in the Administration Building, it was agreed the system in the building has passed its life service. An RFP for consulting was sent out and we received 6 responses. The team is recommending CMTA Consultants; they are a National Firm and have worked with other governments similar to Boone County. This is a \$15,000 lump sum payment for consulting services. Judge Moore stated there were 6 bidders and this was the lowest bid. Matthew explained the costs associated with all the fees. Commissioner Flaig asked which buildings this would cover. Matthew Webster responded, the Administration Building, the exterior of the Historic Courthouse and the Public Works building. Commissioner Flaig moved, seconded by Commissioner Kenner, to approve the Resolution. Judge Moore called for a vote on the motion, ALL PRESENT VOTING AYE 3-0.

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 APPROVING A MEMORANDUM OF UNDERSTANDING (MOU) RELATING TO THE OPERATION AND MAINTENANCE RESPONSIBILITIES ASSOCIATED WITH THE PETERSBURG COMMUNITY CENTER INVOLVING THE BOONE COUNTY FISCAL COURT, THE PETERSBURG FIRE PROTECTION DISTRICT AND THE BOONE COUNTY LIBRARY DISTRICT. Matthew Webster, Assistant County Administrator, explained this is a project with the County, the Petersburg Fire Department and the Library. The building had issues with the HVAC and the responsibility of each party was discussed. This resulted in creating a Memorandum of Understanding for the partnership. Jeff Earlywine, County Administrator, stated this has been a very successful project. Judge Moore commented on the activity. Commissioner Flaig asked a question pertaining to the use of the Library. Carrie Herrmann, Director of the Library was in attendance and responded they change the collection quarterly and they had 7,000 items checked out for the year 2017. Commissioner Flaig moved, seconded by Commissioner Kenner, to approve the Resolution. Judge Moore called for a vote on the motion, ALL PRESENT VOTING AYE 3-0.

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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 APPROVING FISCAL YEAR 2018 MID-YEAR TAX FUND ALLOCATIONS FOR DESIGNATED SOCIAL SERVICE AGENCIES. Judge Moore explained that demands for service can change over a year and the County is making adjustments at mid-year. Jeff Earlywine, County Administrator, commented the County wanted to look at funding recommendations for our tax advisory boards at mid-year. We are on track for nine (9) agencies to exceed the annual funding and we are recommending a mid-year funding adjustment of \$89,000 additional funds. This will be for Boone County residents only. Judge Moore stated this money is not from the general fund, the funding source is a special voted occupational license fee, dedicated to social services which caps at \$25 per person per year. 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.

I. Judge Moore asked the Fiscal Court Clerk to read into the record Item VII. I: A RESOLUTION RELATING TO THE BOONE COUNTY FISCAL COURT APPROVING TOWER AND GROUND LEASE AGREEMENTS WITH VERIZON, ARCADIA TOWER, CROWN CASTLE AND POTTERS RANCH ASSOCIATED WITH THE REGIONAL PUBLIC SAFETY COMMUNICATION SYSTEM PROJECT. Judge Moore explained this Resolution deals with the Communication Project with the other Counties. Jeff Earlywine, County Administrator, commented this is for five (5) specific leases on tower sites and a ground lease at Potter's Ranch, which will be a new tower and all equipment required. The County will build and own the tower with a long-term lease. Commissioner Flaig asked if reception would be improved in Belleview Bottoms and Rabbit Hash. Discussion about tower in Indiana and what it covers. Judge Moore state the County can lease space on the tower to other agencies. Paul See, Manager of the Project gave a progress report and commented with the long-term leases, we have lower rates. Commissioner Flaig moved, seconded by Commissioner Kenner, to approve the Resolution. Judge Moore called for a vote on the motion, ALL PRESENT VOTING AYE 3-0.

ITEM VIII.

FISCAL MATTERS

A. Judge Moore presented the Invoice Report dated February 27th, 2018 and pre-paid Invoice Reports dated February 15th and February 22nd, 2018. Commissioner Kenner moved, seconded by Commissioner Flaig to approve the Invoice Reports. Judge Moore called for a vote on the motion, ALL PRESENT VOTING AYE 3-0.

B. Judge Moore presented the Golf Invoice Report dated February 27th, 2018 and a pre-paid Golf Invoice Report dated February 22nd, 2018. Commissioner Flaig moved, seconded by Commissioner Kenner to approve the Golf Invoice Reports. Judge Moore called for a vote on the motion, ALL PRESENT VOTING AYE 3-0

C. Judge Moore presented the Monthly Treasurer's Interfund Transfer Report ending January 31, 2018. Commissioner Kenner moved, seconded by Commissioner Flaig to approve the Treasurer's Interfund Transfer Report for January, 2018. Judge Moore called for a vote on the motion, ALL PRESENT VOTING AYE 3-0

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, none presented.

Judge Moore announced the next meeting of the Fiscal Court will be Tuesday, March 13, 2018 at 5:30 P.M.

ITEM XI

ADJOURNMENT

Judge Moore called for adjournment of the Fiscal Court Meeting. Commissioner Kenner moved, seconded by Commissioner Flaig, to adjourn the meeting. ALL PRESENT VOTING AYE 3-0.

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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 February 27, 2018.



Fiscal Court Clerk

Date: 14 MAR 2018