

MINUTES
BOONE COUNTY FISCAL COURT
Boone County Administration Building
Fiscal Courtroom (1st Floor)
Burlington, Kentucky
September 24, 2019
5:30 P.M.

ITEM I.

CALL TO ORDER

A. County Administrator, Jeffrey Earlywine, stated that Judge Moore was not present and the Court needed to elect an alternate to Chair the meeting. Commissioner Brewer made the Motion nominating Commissioner Kenner to Chair the meeting, Commissioner Flaig seconded the Motion, Mr. Earlywine called for a vote on the Motion, ALL PRESENT VOTING - AYE 3-0.

- B. Commissioner Charles Kenner Called to Order the meeting of the Boone County Fiscal Court.
- C. Commissioner Charles Kenner presented the Invocation and the Pledge to the Flag.

Present: Gary W. Moore, County Judge/Executive - absent
Cathy H. Flaig, Commissioner, District 1
Charles E. Kenner, Commissioner, District 2
Jesse A. Brewer, Commissioner, District 3
Robert Neace, County Attorney -- absent
Gwen Vice, Assistant County Attorney

Staff: Jeffrey S. Earlywine, County Administrator/Deputy Judge/Executive
Matthew H. Webster, Assistant County Administrator
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. Commissioner Kenner presented the Minutes from the September 10th, 2019 Fiscal Court Meeting for approval. Commissioner Flaig moved, seconded by Commissioner Brewer, to approve the Minutes from the September 10th, 2019 Fiscal Court Meeting, with no changes or corrections. Commissioner Kenner called for a vote on the Motion, ALL PRESENT VOTING - AYE 3-0.

ITEM III.

PRESENTATIONS

A. Commissioner Kenner introduced Mr. Gerry Brown from the Boone County Cooperative Extension Service. Mr. Brown gave a short introduction of what the Extension Service provides to the County. They have completed a community needs assessment survey and included it in his information. He presented the tax rate for real property at 1.8 per \$100, personal property rate .04 cents per \$100. Jeff Earlywine, County Administrator, asked to present a new Resolution pertaining to UK Extension Services that were considering changes to the structure of County Extension Districts. Mr. Earlywine asked the Fiscal Court Clerk to read into the record a Resolution that had been prepared. A RESOLUTION RELATING TO THE BOONE COUNTY FISCAL COURT REQUESTING THE UNIVERSITY OF KENTUCKY, COUNTY EXTENSION SERVICE (UK CES) ADMINISTRATION SOLICIT FURTHER INPUT FROM COUNTY DISTRICTS, BOARD MEMBERS AND COUNTY ELECTED OFFICIALS BEFORE IMPLEMENTATION OF ANY STATEWIDE RESTRUCTURING PROPOSALS. Discussion was held regarding the changes. Commissioner Flaig moved, seconded by Commissioner Brewer, to approve the Resolution. Commissioner Kenner called for a vote on the motion, ALL PRESENT VOTING - AYE 3-0.

ITEM IV.

PERSONNEL MATTERS

A. There were not items at this time.

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ITEM V.

ORDINANCES

A. Commissioner Kenner asked the Fiscal Court Clerk to read into the record the First Reading of Item V. A: of AN ORDINANCE RELATING TO THE BOONE COUNTY FISCAL COURT, KENTUCKY, PROVIDING FOR A CREDIT OF ITS OCCUPATIONAL LICENSE FEE FOR NEW EMPLOYEES AS PART OF AN ECONOMIC DEVELOPMENT PROJECT BY MUBEA TAILOR ROLLED BLANKS, LLC UNDER THE KENTUCKY BUSINESS INVESTMENT PROGRAM (KRS 154.32-010–KRS 154.32-100). Jeff Earlywine, County Administrator, stated that this is a Boone County business located on Route #25. They are an advanced manufacturing firm, this is their second expansion. The Company has invested \$73M, adding 118 new jobs with an annual salary or \$62,400. Commissioner Flaig pointed out that this process started in 2016. Commissioner Kenner stated the Second Reading will be October 22, 2019.

B. Commissioner Kenner asked the Fiscal Court Clerk to read into the record the Second Reading of Item V. B: AN ORDINANCE RELATING TO THE BOONE COUNTY FISCAL COURT, KENTUCKY, PROVIDING FOR A CREDIT OF ITS OCCUPATIONAL LICENSE FEE FOR NEW EMPLOYEES AS PART OF AN ECONOMIC DEVELOPMENT PROJECT BY BORDERLESS DISTRIBUTION, LLC., UNDER THE KENTUCKY BUSINESS INVESTMENT PROGRAM (KRS 154.32-010–KRS 154.32-100). Jeff Earlywine, County Administrator, stated this is a logistics company. This project began in 2017, they are also known as IServe. The Company has invested \$4M, offering 100 new jobs with an average wage of \$31,000. Commissioner Brewer moved, seconded by Commissioner Flaig, to approve the Ordinance. Commissioner Kenner called for a vote on the motion, ALL PRESENT VOTING - AYE 3-0.

ITEM VI.

JUDGE'S REPORT

A. Commissioner Kenner 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 LINDA VESPER TO FILL THE VACANT PROPERTY OWNER POSITION ON THE PETERSBURG FIRE PROTECTION DISTRICT BOARD OF TRUSTEES. Jeff Earlywine, County Administrator, explained that Mrs. Vesper is accepting the position for her late husband who served on the Board. Commissioner Flaig moved, seconded by Commissioner Brewer, to approve the Resolution. Commissioner Kenner called for a vote on the motion, ALL PRESENT VOTING - AYE 3-0.

B. Commissioner Kenner asked the Fiscal Court Clerk to read into the record Item VII. B: A RESOLUTION RELATING TO THE BOONE COUNTY FISCAL COURT AUTHORIZING THE APPOINTMENT, BY GARY W. MOORE, COUNTY JUDGE/EXECUTIVE, OF MARY BENTON MARCUM TO THE WALTON FIRE PROTECTION DISTRICT BOARD OF TRUSTEES. Jeff Earlywine, County Administrator, explained this candidate is filling the seat of Mr. Butler who resigned. Ms. Marcum owns land in Walton. Commissioner Brewer moved, seconded by Commissioner Flaig, to approve the Resolution. Commissioner Kenner called for a vote on the motion, ALL PRESENT VOTING - AYE 3-0.

ITEM VII.

ADMINISTRATIVE MATTERS

B. Commissioner Kenner asked the Fiscal Court Clerk to read into the record Item VII. B: A RESOLUTION RELATING TO THE BOONE COUNTY FISCAL COURT REQUESTING TERMINATION OF THE PROJECT LOAN AGREEMENT BETWEEN BOONE COUNTY FISCAL COURT AND SD1 FOR THE HEBRON SEWER IMPROVEMENTS. Jeff Earlywine, County Administrator, stated that SD1 has made no drawl on the Loan Agreement. Their balance sheet has improved and they have reduced capital expenses along with the new rate schedule. SD1 is asking to terminate the Loan Agreement with the County. Commissioner Brewer moved, seconded by Commissioner Flaig, to approve the Resolution. Commissioner Kenner called for a vote on the motion, ALL PRESENT VOTING - AYE 3-0.

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C. Commissioner Kenner asked the Fiscal Court Clerk to read into the record Item VII. C: A RESOLUTION RELATING TO THE BOONE COUNTY FISCAL COURT APPROVING A LIST OF PROFESSIONAL ENGINEERING FIRMS TO PROVIDE PROFESSIONAL SERVICES FOR VARIOUS CAPITAL PROJECTS AND SERVICE DELIVERY NEEDS OF THE COUNTY. Daniel Menetrey, Capital Projects Manager, explained there was an RFP for professional services. 17 bids were received. This List will be in effect for 2 years with a 1 year renewal for three years. Commissioner Flaig asked a question, Daniel Menetrey responded. Commissioner Brewer asked about rotation, Daniel Menetrey explained. Commissioner Flaig moved, seconded by Commissioner Brewer, to approve the Resolution. Commissioner Kenner called for a vote on the motion, ALL PRESENT VOTING - AYE 3-0.

D. Commissioner Kenner asked the Fiscal Court Clerk to read into the record Item VII. D: A RESOLUTION RELATING TO THE BOONE COUNTY FISCAL COURT APPROVING THE PROPOSAL FOR RIGHT-OF-WAY ACQUISITION SERVICES FOR THE SHORLAND DRIVE SIDEWALK PROJECT TO DUNROBIN ASSOCIATES, LLC. IN THE AMOUNT OF \$14,635.00. Daniel Menetrey, Capital Projects Manager, explained there are three property easements involved in this project. Commissioner Flaig asked a question pertaining to Right Of Way, Daniel Menetrey responded. Jeff Earlywine, County Administrator, commented this Company is from our current approved Engineer list. Commissioner Brewer moved, seconded by Commissioner Flaig, to approve the Resolution. Commissioner Kenner called for a vote on the motion, ALL PRESENT VOTING - AYE 3-0.

E. Commissioner Kenner asked the Fiscal Court Clerk to read into the record Item VII. E: A RESOLUTION RELATING TO THE BOONE COUNTY FISCAL COURT APPROVING A STORM WATER PUBLIC CULVERT COST-SHARE PROGRAM AGREEMENT BETWEEN SANITATION DISTRICT NO. 1 OF NORTHERN KENTUCKY AND THE BOONE COUNTY FISCAL COURT FOR WILLIAMS ROAD. Jeff Earlywine, County Administrator, stated this project is located at the north section of Williams Road north of Thornwilde. The storm pipe has failed. The total cost of replacement is estimated at \$512,000. We have been approved for a \$50,000 grant from SD1. Commissioner Flaig asked a question, Jeff Earlywine responded. Commissioner Flaig moved, seconded by Commissioner Brewer, to approve the Resolution. Commissioner Kenner called for a vote on the motion, ALL PRESENT VOTING - AYE 3-0.

F. Commissioner Kenner asked the Fiscal Court Clerk to read into the record Item VII. F: A RESOLUTION RELATING TO THE BOONE COUNTY FISCAL COURT AWARDDING THE BID FOR PLANNING AND DESIGN SERVICES FOR A MASTER PLAN FOR THE BOONE COUNTY PARKS DEPARTMENT TO BRANDSTETTER CARROLL, INC., AT THE BID PRICE OF \$85,000.00. David Whitehouse, Director of Parks, stated in planning the goals for the future and maintaining the quality of life for our residents a Master Plan is needed. Only 1 bid was received. Commissioner Brewer asked a question regarding community input, David Whitehouse responded that public meetings will be held. Discussion followed of all parks and public requests. David Whitehouse commented that other sports are now active in our area, Lacrosse and Cricket. Commissioner Brewer moved, seconded by Commissioner Flaig, to approve the Resolution. Commissioner Kenner called for a vote on the motion, ALL PRESENT VOTING - AYE 3-0.

G. Commissioner Kenner asked the Fiscal Court Clerk to read into the record Item VII. G: A RESOLUTION RELATING TO THE BOONE COUNTY FISCAL COURT AWARDDING THE BID FOR REPLACEMENT OF THE PLAYGROUND EQUIPMENT AT CENTRAL PARK TO DWA RECREATION, INC., AT A BID PRICE NOT TO EXCEED \$69,933.93 FOR THE BOONE COUNTY PARKS DEPARTMENT. David Whitehouse, Director of Parks, stated Central Park has had this equipment installed in 1997. Following the Parks' replacement plan bids were submitted to create the best design for the space. Commissioner Brewer asked a question regarding disposal of the old equipment, David Whitehouse responded. Commissioner Brewer moved, seconded by Commissioner Flaig, to approve the Resolution. Commissioner Kenner called for a vote on the motion, ALL PRESENT VOTING - AYE 3-0.

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H. Commissioner Kenner asked the Fiscal Court Clerk to read into the record Item VII. H: A RESOLUTION RELATING TO THE BOONE COUNTY FISCAL COURT AWARDING THE BID FOR REPLACEMENT OF THE HV/AC SYSTEM AT THE BOONE COUNTY SHERIFF'S OFFICE TO POLAR SERVICES GROUP AT THE BID PRICE OF \$997,260.00. Matthew Webster, Assistant County Administrator, stated this Resolution is to replace the HV/AC system at the Sheriff's building. The current system is failing. We received 7 proposals, only 1 met all specifications. Commissioner Brewer asked a question, Matthew Webster responded. Commissioner Flaig asked a question regarding warranty, Mike Albrecht, Director of Property Maintenance responded. Commissioner Kenner stated that this system has been a problem since the building was erected. Commissioner Brewer moved, seconded by Commissioner Flaig, to approve the Resolution. Commissioner Kenner called for a vote on the motion, ALL PRESENT VOTING - AYE 3-0.

I. Commissioner Kenner asked the Fiscal Court Clerk to read into the record Item VII. I: A RESOLUTION RELATING TO THE BOONE COUNTY FISCAL COURT DECLARING MISCELLANEOUS ITEMS AS SURPLUS FROM THE INFORMATION SYSTEMS DEPARTMENT. Matthew Webster, Assistant County Administrator, stated there has been a turnover of technology equipment. These are antiquated items that will be placed on GovDeals.com. Commissioner Flaig moved, seconded by Commissioner Brewer, to approve the Resolution. Commissioner Kenner called for a vote on the motion, ALL PRESENT VOTING

ITEM VIII. **FISCAL MATTERS**

A. Commissioner Kenner presented the Invoice Report dated September 24, 2019 and pre-paid Invoice Reports dated September 10th and September 12th, 2019. Commissioner Brewer moved, seconded by Commissioner Flaig to approve the Invoice Reports. Commissioner Kenner called for a vote on the motion, ALL PRESENT VOTING - AYE 3-0.

B. Commissioner Kenner presented the Golf Invoice Report dated September 24th, 2019 and pre-paid Golf Invoice Reports dated September 12th, 2019. Commissioner Flaig moved, seconded by Commissioner Brewer to approve the Golf Invoice Reports. Commissioner Kenner called for a vote on the motion, ALL PRESENT VOTING - AYE 3-0.

ITEM IX. **OLD BUSINESS**

A. Commissioner Kenner asked if there was any Old Business to come before the Court. Jeff Earlywine, County Administrator, asked to update the Count on the process to inspect and evaluate the condition for all County roads. Boone County has 430 miles of roadway. Kenton County has been asked to partner with Boone County on the expense. Commissioner Brewer asked a question, Jeff Earlywine responded.

ITEM X. **NEW BUSINESS**

A. Commissioner Kenner asked if there was any New Business to come before the Court. Mr. Carl Grayson of Brittany Trail addressed the Court with his concern of new sidewalks being constructed on Tiburon and Brittany Trail. He is opposed to sidewalks. Commissioner Brewer asked a question, Jeff Earlywine responded. Mr. Earlywine will follow up with Mr. Grayson.

ITEM XI. **ADJOURNMENT**


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

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NEXT FISCAL COURT MEETING - Tuesday, October 8th, 2019 at 5:30 P.M.

CLERK CERTIFICATION

I, Sharon Burcham, 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 September 24th, 2019.


Fiscal Court Clerk

Date: 9 October 2019