

**MINUTES**  
**BOONE COUNTY FISCAL COURT**  
**Boone County Administration Building**  
**Fiscal Courtroom (1<sup>st</sup> Floor)**  
**Burlington, Kentucky**  
**September 14, 2021**  
**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 Jesse Brewer presented the Invocation and the Pledge to the Flag.

Members of the Court Present:

Gary W. Moore, County Judge/Executive  
Cathy Flaig, Commissioner, District 1  
Charles E. Kenner, Commissioner, District 2  
Jesse Brewer, Commissioner, District 3  
Robert Neace, County Attorney

Members of the Staff Present:

Jeffrey S. Earlywine, County Administrator/Deputy Judge/Executive  
Mathew Webster, Assistant County Administrator  
Ben Reece, Finance Director  
Lori Zombek, Human Resources Director  
Robert Franxman, County Engineer  
Lana Vines, Human Resources Manager

**ITEM II.**

**APPROVAL OF MINUTES**

Commissioner Kenner moved, seconded by Commissioner Brewer, to approve the Minutes from the meeting September 14, 2021. Judge Moore called for a vote on the motion, MOTION PASSES (4-0).

**ITEM III.**

**PRESENTATIONS**

Mr. Matt Turner, Superintendent and Dr. Detweiler, update on current activities, programs and plans within the Boone County School system. Available resources for students who experienced interrupted learning during the pandemic. The significant need for staff, para-educators, custodians, and bus drivers throughout the County.

**ITEM IV.**

**PERSONNEL MATTERS**

- A. Judge Moore asked the Fiscal Court Clerk to read into the record A RESOLUTION RELATING TO THE BOONE COUNTY FISCAL COURT APPROVING THE APPOINTMENT OF SHONA SCHULKERS, BY GARY W. MOORE, COUNTY JUDGE/EXECUTIVE, TO THE POSITION OF EXECUTIVE ASSISTANT/FISCAL COURT CLERK IN THE JUDGE EXECUTIVE OFFICE. Judge Moore made comments. Commissioner Kenner moved, seconded by Commissioner Flaig, to approve the resolution. Judge Moore called for a vote on the motion, ALL PRESENT VOTING 4-0.
- B. Judge Moore asked the Fiscal Court Clerk to read into the record A RESOLUTION RELATING TO THE BOONE COUNTY FISCAL COURT APPROVING THE APPOINTMENT OF ANDREW DALHOLT, BY GARY W. MOORE, COUNTY JUDGE/EXECUTIVE, TO THE POSITION OF DISPATCHER AT THE PSCC DEPARTMENT. Commissioner Brewer moved, seconded by Commissioner Flaig, to approve the resolution. Judge Moore called for a vote on the motion, ALL PRESENT VOTING 4-0.
- C. Judge Moore asked the Fiscal Court Clerk to read into the record. A RESOLUTION RELATING TO THE BOONE COUNTY FISCAL COURT APPROVING THE PROMOTION OF KENNETH

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LOCKE, BY GARY W. MOORE, COUNTY JUDGE/EXECUTIVE, TO THE POSITION OF SHIFT SUPERVISOR AT THE PSCC DEPARTMENT. Commissioner Flaig moved, seconded by Commissioner Kenner, to approve the resolution. Judge Moore called for a vote on the motion, ALL PRESENT VOTING 4-0.

- D. Judge Moore asked the Fiscal Court Clerk to read into the record, A RESOLUTION RELATING TO THE BOONE COUNTY FISCAL COURT APPROVING THE PROMOTION OF BRANDON KINMAN, BY GARY W. MOORE, COUNTY JUDGE/EXECUTIVE, TO THE POSITION OF LABORER AT THE PUBLIC WORKS DEPARTMENT. Commissioner Kenner moved, seconded by Commissioner Brewer, to approve the resolution. Judge Moore called for a vote on the motion, ALL PRESENT VOTING 4-0.

**ITEM V.**

**ORDINANCES**

- A. Judge Moore asked the Fiscal Court Clerk to read into the record the First reading of AN ORDINANCE RELATING TO THE BOONE COUNTY FISCAL COURT, KENTUCKY, AMENDING ORDINANCE NO. 2019-17, ENACTED ON JULY 23, 2019, ORDINANCE NO. 2020-19 AMENDED ON AUGUST 25, 2020, AND ORDINANCE NO. 2021-06 AMENDED ON JANUARY 26, 2021 RELATING TO THE USE OF GOLF CARTS ON CERTAIN DESIGNATED COUNTY STREETS AND ROADWAYS IN THE RIVERS POINTE SUBDIVISION. Robert Franxman- discussed approval of Golf Cart usage.
- B. Judge Moore asked the Fiscal Court Clerk to read into the record the Second Reading of AN ORDINANCE OF THE BOONE COUNTY FISCAL COURT RELATING TO THE ENACTMENT OF LICENSING REGULATIONS FOR SHORT TERM RENTALS. Matthew Webster -The Ordinance is as presented with the exception of one change, to alter the language in terms of renewals, so that we line those up on a calendar year and prorate the initial fee based on the number of months from January. That will allow us to prorate when they first apply and then it will line up for the next calendar year. Applications will be time stamped and accepted on a first come, first approved basis.

Jeffrey Earlywine- Most of the suburban residential zones in Boone County, SR1/SR2 conventional single family zoning districts would require special approval by the Board of Adjustments.

Matthew Webster- addressed the two major area of differences between the City of Florence and Boone County. 1- The fees are different (Boone County is less than Florence) 2- The denial process will be enforced by the Fiscal Court, while Florence denial process is through Code Enforcement. Parking will be one parking spot per a guest bedroom.

**Open discussion-**

Mr. Dan Hitzfield- had questions regarding the distance required between units and possible consideration on multiple properties owned by a single person. Commissioner Brewer moved, seconded by Commissioner Flaig to adopt the ordinance. Judge Moore called for a vote on the motion, ALL PRESENT VOTING 4-0.

**ITEM VI.**

**JUDGE'S REPORT**

None at this time.

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**ITEM VII.**

**ADMINISTRATIVE MATTERS**

- A. Judge Moore asked the Fiscal Court Clerk to read into the record. A RESOLUTION RELATING TO THE BOONE COUNTY FISCAL COURT APPROVING A ONE YEAR EXTENSION OF THE PRESENT CONSULTANCY LISTING FOR PROFESSIONAL SERVICE VENDORS WITHIN THE PUBLIC WORKS DEPARTMENT. Commissioner Flaig moved, seconded by Commissioner Kenner, to approve the resolution. Judge Moore called for a vote on the motion, ALL PRESENT VOTING 4-0.
- B. Judge Moore asked the Fiscal Court Clerk to read into the record. A RESOLUTION OF THE BOONE COUNTY FISCAL COURT ACCEPTING THE ANNUAL FY 2020 AUDIT OF THE ASSISTED HOUSING DEPARTMENT. Ben confirmed the Audit has been completed. Commissioner Brewer moved, seconded by Commissioner Kenner, to approve the resolution. Judge Moore called for a vote on the motion, ALL PRESENT VOTING 4-0.
- C. Judge Moore asked the Fiscal Court Clerk to read into the record. A RESOLUTION OF THE BOONE COUNTY FISCAL COURT ADOPTING THE BOONE COUNTY JAIL INMATE RULES AND REGULATIONS MANUAL, POLICIES AND PROCEDURES MANUAL AND LIFE SAFETY EMERGENCY PROCEDURES AS UPDATED AND PRESENTED BY THE BOONE COUNTY JAILER. Jeff- Manuals have been amended for approval. Commissioner Kenner moved, seconded by Commissioner Brewer, to approve the resolution. Judge Moore called for a vote on the motion, ALL PRESENT VOTING 4-0.
- D. Judge Moore asked the Fiscal Court Clerk to read into the record. A RESOLUTION RELATING TO THE BOONE COUNTY FISCAL COURT DECLARING AS SURPLUS PROPERTY CERTAIN COUNTY OWNED VEHICLES AND AUTHORIZING THEIR TRANSFER WITHOUT COMPENSATION TO THE WOMEN'S CRISES CENTER, (DBA THE ION CENTER FOR VIOLENCE PREVENTION). Jeff- Surplus of County vehicles will be transferred, without compensation to The Woman's Crisis Center. Commissioner Brewer moved, seconded by Commissioner Kenner, to approve the resolution. Judge Moore called for a vote on the motion, ALL PRESENT VOTING 4-0.
- E. Judge Moore asked the Fiscal Court Clerk to read into the record. A RESOLUTION RELATING TO THE BOONE COUNTY FISCAL COURT DECLARING AS SURPLUS PROPERTY CERTAIN COUNTY OWNED VEHICLES AND EQUIPMENT AUTHORIZING THEIR DISPOSITION. Jeff- Surplus property and equipment list has been included, items will be sold on Govdeals.org. Commissioner Flaig moved, seconded by Commissioner Brewer, to approve the resolution. Judge Moore called for a vote on the motion, ALL PRESENT VOTING 4-0.
- F. Judge Moore asked the Fiscal Court Clerk to read into the record. A RESOLUTION OF THE BOONE COUNTY FISCAL COURT AWARDING THE BID FOR TREE REMOVAL SERVICES TO MTM ENTERPRISES AS THE PRIMARY BIDDER AND TREE CARE, INC. AS THE ALTERNATE BIDDER. Matthew- Tree removal program will eliminate dead ash trees. Previous contract had expired in June 2020. County received two bids, we are awarding both, a primary company and a secondary company, in the event the primary is not available, the secondary will provide services. Commissioner Flaig moved, seconded by Commissioner Brewer, to approve the resolution. Judge Moore called for a vote on the motion, ALL PRESENT VOTING 4-0.

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- G. Judge Moore asked the Fiscal Court Clerk to read into the record. A RESOLUTION RELATING TO THE BOONE COUNTY FISCAL COURT APPROVING THE UNAUDITED 2020 DISTRICT TAX SETTLEMENTS FOR ALL SPECIAL DISTRICTS FROM APRIL 16, 2020 THROUGH MAY 15, 2021, FOR THE SHERIFF'S DEPARTMENT. Ben- Annual reconciliation for the Sheriff Department for all collections. Commissioner Flaig moved, seconded by Commissioner Brewer, to approve the resolution. Judge Moore called for a vote on the motion, ALL PRESENT VOTING 4-0.

**ITEM VIII.**

**FISCAL MATTERS**

- A. Commissioner Brewer moved, seconded by Commissioner Kenner, to approve). Invoice Reports dated September 14<sup>th</sup>, 2021, and pre-paid invoice reports dated August 26, 2021, September 2, 2021 and September 8, 2021-A/R (VIII. A1, A2) Judge Moore called for a vote on the motion, ALL PRESENT VOTING AYE (4-0).
- B. Commissioner Flaig moved, seconded by Commissioner Kenner to approve Golf Course Invoice Report dated September 14<sup>th</sup>, 2021, and pre-paid invoice reports dated September 2, 2021 and September 8, 2021 A/R (VIII. B1, B2) Judge Moore called for a vote on the motion, ALL PRESENT VOTING AYE (4-0).
- C. Commissioner Kenner moved, seconded by Commissioner Brewer to approve the Treasurer's Monthly Financial Report, Interfund Transfer Report and Financial Report for June 2021. Judge Moore called for a vote on the motion, ALL PRESENT VOTING AYE (4-0).
- D. FY 2021 4<sup>th</sup> Quarter Budget Report. Jeff Earlywine presented the report. No action required.

**ITEM IX.**

**OLD BUSINESS**

None at this time

**ITEM X.**

**NEW BUSINESS**

None at this time

**ITEM XI.**

**ADJOURNMENT**

Commissioner Flaig moved, seconded by Commissioner Brewer, to adjourn the meeting, ALL PRESENT VOTING AYE (4-0). The meeting adjourned at 7:07pm.

**NEXT FISCAL COURT MEETING – Tuesday, September 28, 2021 at 5:30pm**

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CLERK CERTIFICATION

The Fiscal Court Clerk does hereby certify that this is a true and accurate record of the actions taken during the Boone County fiscal Court meeting of September 14th, 2021.

Date: 9/29/2021

  
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Fiscal Court Clerk