

**MINUTES**  
**BOONE COUNTY FISCAL COURT**  
**Boone County Administration Building**  
**Fiscal Courtroom (1<sup>st</sup> Floor)**  
**Burlington, Kentucky**  
**January 22, 2019**  
**5:30 P.M.**

**ITEM I.**

**CALL TO ORDER**

- A. Judge/Executive Gary W. Moore Called to Order the meeting of the Boone County Fiscal Court.
- B. Commissioner Cathy H. Flaig presented the Invocation and the Pledge to the Flag.

Present: Gary W. Moore, County Judge/Executive  
Cathy H. Flaig, Commissioner, District 1  
Charles E. Kenner, Commissioner, District 2  
Jesse Brewer, 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 - absent  
Benjamin T. Reece, Treasurer  
Lori Zombek, Director of Human Resources  
Col. Les Hill, Sheriff Department  
Sharon Burcham, Fiscal Court Clerk

Judge Moore recognized and welcomed the American Heritage Girls in attendance. They are working on their citizenship badges.

Judge Moore then introduced Cabinet Secretary Greg Thomas of the Transportation Cabinet. Secretary Thomas was visiting to share the Governor's focus on jobs as a priority and how transportation relates to jobs. Judge Moore opened the floor for any questions from the Commissioners. Discussion was had on road projects in and around Boone County. Judge Moore recognized all members in the audience involved in transportation in Boone County.

**ITEM II.**

**APPROVAL OF MINUTES**

- A. Judge Moore presented the Minutes from the January 8<sup>th</sup>, 2019 Fiscal Court Meeting for approval. Commissioner Brewer moved, seconded by Commissioner Kenner, to approve the Minutes from the January 8<sup>th</sup>, 2019 Fiscal Court Meeting, with no changes. Judge Moore called for a vote on the motion, ALL PRESENT VOTING - AYE 4-0.

**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 MARCIA VANOVER TO THE POSITION OF SOLID WASTE SERVICES TECHNICIAN FOR THE PUBLIC WORKS DEPARTMENT. Lori Zombek, Director of Human Resources stated this is a position to handle administrative work. Commissioner Flaig moved, seconded by Commissioner Brewer, to approve the Resolution. Judge Moore called for a vote on the motion, ALL PRESENT VOTING - AYE 4-0.

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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 APPOINTMENT, BY GARY W. MOORE, COUNTY JUDGE/EXECUTIVE, OF ALAINA ALLEN TO THE SEASONAL POSITION OF SCOREKEEPER FOR THE BOONE COUNTY PARKS DEPARTMENT. Commissioner Kenner moved, seconded by Commissioner Brewer, 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 IV. C: A RESOLUTION RELATING TO THE BOONE COUNTY FISCAL COURT AUTHORIZING THE APPOINTMENT, BY GARY W. MOORE, COUNTY JUDGE/EXECUTIVE, OF DANIEL HOLBROOK TO THE SEASONAL POSITION OF REFEREE FOR THE BOONE COUNTY PARKS DEPARTMENT. Commissioner Brewer 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 IV. D: A RESOLUTION RELATING TO THE BOONE COUNTY FISCAL COURT AUTHORIZING THE APPOINTMENT, BY GARY W. MOORE, COUNTY JUDGE/EXECUTIVE, OF ZACHARY WYNN TO THE POSITION OF PC/LAN TECHNICIAN FOR THE DEPARTMENT OF INFORMATION SYSTEMS. - Lori Zombek, Director of Human Resources, stated this is a position open due to a promotion, the candidate has a degree in computer science. 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.

E. Judge Moore asked the Fiscal Court Clerk to read into the record Item IV. E: A RESOLUTION RELATING TO THE BOONE COUNTY FISCAL COURT AUTHORIZING THE APPOINTMENT, BY GARY W. MOORE, COUNTY JUDGE/EXECUTIVE, OF JOSHUA MARTIN TO THE FULL-TIME POSITION OF TELECOMMUNICATOR FOR THE PSCC DEPARTMENT. Lori Zombek, Director of Human Resources, stated we are always looking for dispatchers. Commissioner Brewer moved, seconded by Commissioner Kenner, to approve the Resolution. Judge Moore called for a vote on the motion, ALL PRESENT VOTING - AYE 4-0.

**ITEM V.**

**ORDINANCES**

A. There were no Ordinances to present.

**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 NEW APPOINTMENT, BY GARY W. MOORE, COUNTY JUDGE/EXECUTIVE, OF BRIAN HECKBER TO THE NORTHERN KENTUCKY AREA DEVELOPMENT DISTRICT COUNCIL ON AGING. Judge Moore commented this was a new position created based on the growth of our population. Mr. Heckber is an Associate Pastor at First Church of Christ in Burlington. Commissioner Brewer asked a question regarding the term ending date, Judge Moore responded. 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.

**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 A FEE SCHEDULE WITH MANAGEMENT PARTNERS, INC., IN THE AMOUNT OF \$14,900.00 FOR SERVICES RELATING TO STRATEGIC PLANNING EFFORTS BY THE COUNTY. Jeffrey Earlywine, County Administrator, explained this is to affirm the fee proposal for the prep work, policy direction and work to develop a plan to be more productive and efficient. Judge Moore, added it is a detailed strategic plan. Commissioner Brewer asked a question, Jeff Earlywine responded. 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.

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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 INDICATING INTENT TO ISSUE INDUSTRIAL BUILDING REVENUE BONDS FOR THE PURPOSE OF FINANCING THE ACQUISITION AND INSTALLATION OF AN INDUSTRIAL BUILDING PROJECT IN THE COUNTY OF BOONE, KENTUCKY. Judge Moore stated the Company and agents could not attend this evening and asked that we delay any action until they could be here and asked that the Court table the Resolution. Commissioner Kenner moved to Table the Resolution, seconded by Commissioner Flaig, to Table the Resolution. Judge Moore called for a vote on the motion to Table, 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 APPROVING ADDITIONAL PROJECT EXPENDITURES PURSUANT TO CHANGE ORDER #7 IN THE AMOUNT OF \$48,140.00 RELATING TO THE NORTHERN KENTUCKY REGIONAL PUBLIC SAFETY COMMUNICATION PROJECT AND A 3-COUNTY CONTRACT WITH MOTOROLA. Judge Moore commented this involves the State of the Art digital communication system. Jim Staverman, Director of PSCC, explained some changes were needed for the Creation Museum site involving a Right Of Way through property, adding a diesel generator and other modifications. Commissioner Brewer asked a question, Jeff Earlywine responded. 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.

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 APPROVING A PROFESSIONAL SERVICES AGREEMENT WITH KZF DESIGN FOR DESIGN AND BID PROPOSAL SERVICES ASSOCIATED WITH THE FROGTOWN ROAD AND DUBLIN DRIVE SIDEWALK PROJECT. Daniel Menetrey, Capital Project Manager of Public Works, explained this is a county-funded project with the sidewalk program. KZF is one of the approved Engineering firms. Judge Moore commented this is part of the \$1M sidewalk connection project for the County. Commissioner Flaig asked a question, Jeff Earlywine responded. Commissioner Brewer asked a question, Daniel responded. Commissioner Flaig moved, seconded by Commissioner Brewer, 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 REAPPOINTING COUNTY EMPLOYEES FOR A NEW FISCAL COURT TERM COMMENCING ON JANUARY 7, 2019. Jeffrey Earlywine, County Administrator, explained this is a housekeeping item to begin each new term of office to re-appoint the Senior Management team and Department Heads. All other county employees are included. Commissioner Kenner moved, seconded by Commissioner Brewer, 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 APPROVING AND AUTHORIZING THE ADJUSTMENT OF WAGE RATES FOR VARIOUS COUNTY POSITIONS PURSUANT TO A WORK FORCE COMPENSATION REPORT PREPARED BY THE COUNTY ADMINISTRATION. Jeffrey Earlywine, County Administrator, explained adjustments are being recommended following a detailed staff report and analysis of wage data. The County Administrative Code recommends an evaluation of the pay plan every three years. Departments with high turnover include Laborers for Public Works, PSCC dispatchers and jail employees. Data received merited pay adjustment to 19 positions involving 59 employees. Our salaries will be more competitive. Jeff Earlywine summarized the total costs and annual impact on the Budget. Commissioner Flaig asked a question regarding employees for the Parks Department, Jeffrey Earlywine responded. 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.

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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 DECLARING VEHICLES AND MISCELLANEOUS ITEMS AS SURPLUS FROM THE PUBLIC WORKS DEPARTMENT AND LOW BAND RADIOS/EQUIPMENT FROM THE SHERIFF'S DEPARTMENT. Matthew Webster, Assistant County Administrator, explained this equipment is well aged and will be offered on GovDeals.com for sale. Commissioner Flaig moved, seconded by Commissioner Brewer, 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 January 22<sup>nd</sup>, 2019 and a pre-paid Invoice Report dated January 16<sup>th</sup>, 2019. Commissioner Kenner moved, seconded by Commissioner Brewer to approve the Invoice Reports. Judge Moore called for a vote on the motion, ALL PRESENT VOTING - AYE 4-0.

B. Judge Moore presented the Golf Invoice Report dated January 22<sup>nd</sup>, 2019 and a pre-paid Golf Invoice Report dated January 16<sup>th</sup>, 2019. 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 4-0

**ITEM IX.** **OLD BUSINESS**

Judge Moore asked if there was any Old Business to come before the Court. Jeffrey Earlywine, County Administrator, presented an update on the Ridgeview/Evergreen Sanitary Sewer project. There are a total of 91 easements to be secured, approximately 22 properties outstanding. A Private Investigator has been hired to help locate owners who have not responded to communication. Jeff Earlywine shared with the Court that it is highly likely that not every easement will be secured via good faith negotiation and some lawsuits will be necessary. Commissioner Flaig asked a question regarding eminent domain, Jeffrey Earlywine responded. County Attorney Robert Neace explained the process of eminent domain.

**ITEM X.** **NEW BUSINESS**

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

**ITEM XI.** **ADJOURNMENT**

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

**NEXT FISCAL COURT MEETING** - Tuesday, February 5<sup>th</sup>, 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 January 22<sup>nd</sup>, 2019.

  
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Fiscal Court Clerk

Date: 6 Feb 2019