

MINUTES
BOONE COUNTY FISCAL COURT
Boone County Administration Building
Fiscal Courtroom (1st Floor)
Burlington, Kentucky
July 14, 2020
8:30 A.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 Charles E. Kenner 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 A. Brewer, Commissioner, District 3
Robert Neace, County Attorney

Staff:

Jeffrey S. Earlywine, County Administrator/Deputy Judge/Executive
Matthew H. Webster, Assistant County Administrator
Robert Franxman, County Engineer - absent
Benjamin T. Reece, Treasurer
Lori Zombek, Director of Human Resources
Sharon Burcham, Fiscal Court Clerk
Sheriff Mike Helmig, Sheriff Department

ITEM II.

APPROVAL OF MINUTES

A. Judge Moore presented the Minutes from the June 23rd, 2020 Fiscal Court Meeting for approval. Commissioner Flaig moved, seconded by Commissioner Brewer, to approve the Minutes from the June 23rd, 2020 Fiscal Court Meeting, with no changes or corrections. Judge Moore called for a vote on the motion, ALL PRESENT VOTING - AYE 4-0.

B. Judge Moore presented the Minutes from the June 30th, 2020 Fiscal Court Meeting for approval. Commissioner Brewer moved, seconded by Commissioner Kenner, to approve the Minutes from the June 30th, 2020 Fiscal Court Meeting, with no changes or corrections. Judge Moore called for a vote on the motion, ALL PRESENT VOTING - AYE 4-0.

ITEM III.

PRESENTATIONS

A. Circuit Court Judge J. R. Schrand – gave an Update on the State Court System operations and explained the logistics of coming to the Courthouse. He explained that they are working with a 50% staff and asked for everyone to be patient. Circuit Clerk David Martin stated driving tests have started along with the written test for driver licenses. Commissioner Brewer and Commissioner Flaig asked questions. Judge Moore stated the Wi-Fi around the Courthouses has been upgraded.

B. Chris Reis, Transportation Supervisor, Boone County Maintenance and Anthony Griggs, Burlington Section Supervisor of KYTC Rural Secondary Program presented the recommendations for Boone County. They stated Boone County has 56.5 miles of Secondary Roads.

Judge Moore asked the Fiscal Court Clerk to read into the record Item VII. E: A RESOLUTION RELATING TO THE BOONE COUNTY FISCAL COURT APPROVING THE PROPOSED FY2020-21 KYTC RURAL SECONDARY PROGRAM, INCLUDING THE USE OF "FLEX FUNDS"; AS RECOMMENDED BY KYTC DISTRICT 6 STAFF IN THE AMOUNT OF \$104,330.00. Jeff Earlywine, County Administrator, referred to a Staff Report from Rob Franxman, County Engineer, indicating support for the KYTC recommendations. 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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C. Erin Peabody, from the U.S. Census Bureau gave an update of the completion of census surveys. Judge Moore stated the importance of completing the survey for local government to receive federal money based on population. October 31st is the final deadline.

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 PROMOTION, BY GARY W. MOORE, COUNTY JUDGE EXECUTIVE, OF LANA VINES TO THE POSITION OF HUMAN RESOURCES MANAGER. Lori Zombek, Director of Human Resources, explained the additional duties for this new position. 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 IV B: A RESOLUTION RELATING TO THE BOONE COUNTY FISCAL COURT AUTHORIZING THE PROMOTION, BY GARY W. MOORE, COUNTY JUDGE EXECUTIVE, OF EMILY FRICKE TO THE POSITION OF HUMAN RESOURCES SPECIALIST. Lori Zombek, Director of Human Resources, presented the candidate. 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.

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 TYLER ORLING TO THE FULL-TIME POSITION OF PUBLIC SERVICES LABORER FOR THE PUBLIC WORKS DEPARTMENT. Lori Zombek, Director of Human Resources, presented the candidate. 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 PROMOTION, BY GARY W. MOORE, COUNTY JUDGE EXECUTIVE, OF BRANDON MARKSBERRY TO THE POSITION OF COMMERCIAL PLANS EXAMINER LEVEL III FOR THE BOONE COUNTY BUILDING DEPARTMENT. Lori Zombek, Director of Human Resources, presented the candidate. 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 IV E: A RESOLUTION RELATING TO THE BOONE COUNTY FISCAL COURT AUTHORIZING THE APPOINTMENT, BY GARY W. MOORE, COUNTY JUDGE EXECUTIVE, OF DAVID HUESMAN TO THE OPEN POSITION OF RESIDENTIAL BUILDING INSPECTOR FOR THE BOONE COUNTY BUILDING DEPARTMENT. Lori Zombek, Director of Human Resources, presented the candidate. 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 IV F: A RESOLUTION RELATING TO THE BOONE COUNTY FISCAL COURT AUTHORIZING THE APPOINTMENT, BY GARY W. MOORE, COUNTY JUDGE EXECUTIVE, OF RICHARD "ALLEN" ROBERTS TO THE OPEN POSITION OF RESIDENTIAL BUILDING INSPECTOR FOR THE BOONE COUNTY BUILDING DEPARTMENT. Lori Zombek, Director of Human Resources, presented the candidate. 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.

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G. Judge Moore asked the Fiscal Court Clerk to read into the record Item IV G: A RESOLUTION RELATING TO THE BOONE COUNTY FISCAL COURT AUTHORIZING THE APPOINTMENT, BY GARY W. MOORE, COUNTY JUDGE/EXECUTIVE, OF SEASONAL NEW HIRES FOR GROUNDS MAINTENANCE AT THE BOONE COUNTY GOLF COURSES. Lori Zombek, Director of Human Resources, presented the candidate. Commissioner Brewer moved, seconded by Commissioner Kenner, to approve the Resolution. Commissioner Flaig abstained from voting since she is related to the candidate. Judge Moore called for a vote on the motion, ALL PRESENT VOTING - AYE 3-0 with 1 abstention.

H. Judge Moore asked the Fiscal Court Clerk to read into the record Item IV H: A RESOLUTION RELATING TO THE BOONE COUNTY FISCAL COURT AUTHORIZING THE APPOINTMENT, BY GARY W. MOORE, COUNTY JUDGE/EXECUTIVE, OF SEASONAL NEW HIRES FOR THE PRO SHOP AT THE BOONE COUNTY GOLF COURSES. Lori Zombek, Director of Human Resources, presented the list of candidates. 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.

I. Judge Moore asked the Fiscal Court Clerk to read into the record Item IV I: A RESOLUTION RELATING TO THE BOONE COUNTY FISCAL COURT AUTHORIZING A RATE CHANGE FOR TWO SEASONAL EMPLOYEES, BY GARY W. MOORE, COUNTY JUDGE/EXECUTIVE, FOR THE BOONE COUNTY PARKS DEPARTMENT Lori Zombek, Director of Human Resources, presented the candidate. 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 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, KENTUCKY APPROVING, WITH CONDITIONS, THE REQUEST OF JIM THOMAS (APPLICANT) FOR THE HARPER COMPANY (OWNER) FOR A CHANGE IN CONCEPT DEVELOPMENT PLAN IN A INDUSTRIAL ONE (I-1) ZONE AND DIMENSIONAL VARIANCES FOR AN APPROXIMATE 5.39 ACRE SITE LOCATED TO THE IMMEDIATE EAST OF THE PROPERTY AT 1648 PETERSBURG ROAD, BOONE COUNTY, KENTUCKY. Todd Morgan, Senior Planner for the Planning Commission presented slides and information on this property. Discussion was had concerning fencing, landscaping and original plan submitted for the property. Judge Moore suggested the Commissioners drive to the property and review the site. The Second Reading for this Ordinance will be August 11, 2020.

B. Judge Moore asked The Fiscal Court Clerk to read into the record the First Reading of Item V. B: AN ORDINANCE RELATING TO THE BOONE COUNTY FISCAL COURT, KENTUCKY APPROVING, WITH CONDITIONS, THE REQUEST OF VIOX & VIOX, INC. (APPLICANT) FOR DOMASCHKO PROPERTIES, LLC (OWNER) FOR A ZONING MAP AMENDMENT, SUCH ZONING MAP AMENDMENT BEING A ZONE CHANGE FROM COMMERCIAL SERVICES (C-3) TO INDUSTRIAL ONE (I-1) FOR AN APPROXIMATE 6.63 ACRE TRACT LOCATED AT 11061 DIXIE HIGHWAY, BOONE COUNTY, KENTUCKY. Todd Morgan, Senior Planner for the Planning Commission presented slides and information on this property. Judge Moore stated the Second Reading for this Ordinance will be August 11, 2020.

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 CHRIS GROH TO THE WALTON FIRE PROTECTION DISTRICT BOARD OF TRUSTEES. Judge Moore stated this candidate will replace Anthony Becker who has served over 20 years. Mr. Groh is very involved in the community. 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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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 AUTHORIZING GARY W. MOORE, COUNTY JUDGE/EXECUTIVE, TO REVIEW AND EXECUTE A CONTRACT FOR POLICE SERVICES BETWEEN THE COUNTY AND THE BOONE COUNTY SHERIFF'S DEPARTMENT PURSUANT TO KRS 23A.206 AND 24A.176 AS HOUSE BILL 413. Jeff Earlywine, County Administrator, presented the background information. 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 APPROVING A MEMORANDUM OF AGREEMENT WITH THE NORTHERN KENTUCKY WORKFORCE INVESTMENT BOARD TO SECURE GRANT FUNDS PURSUANT TO THE NATIONAL DISLOCATED WORKER GRANT PROGRAM. Jeff Earlywine, County Administrator, stated this Agreement is in response to the CARES Act to rehire workers displaced from COVID-19. We will place them at the recycling center and in the Parks Department. Commissioner Flaig asked a question, Jeff responded. 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

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 ACKNOWLEDGING ITS SUPPORT AND APPROVAL OF A MANAGEMENT CONTROL AGREEMENT BETWEEN THE BOONE COUNTY PSCC BOARD AND THE BOONE COUNTY SHERIFF. Jeff Earlywine, County Administrator, stated this Agreement is to have a single signatory person responsible for the information used by PSCC in serving law enforcement inquiries. Commissioner Flaig asked a question, Jeff 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

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 AUTHORIZING GARY W. MOORE, COUNTY JUDGE/EXECUTIVE, TO RENEW AN EXISTING ANNUAL AGREEMENT WITH OHIO-KENTUCKY-INDIANA REGIONAL COUNCIL OF GOVERNMENTS (OKI) FOR THE PURPOSE OF PROVIDING FUNDING FOR THAT ORGANIZATION FOR FY2020-21. Judge Moore stated this is an annual agreement with OKI for funding. 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

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 CERTIFYING THE ACQUISITION OF RIGHT OF WAY ASSOCIATED WITH THE LIMABURG ROAD/KY 18 IMPROVEMENT PROJECT. Daniel Menetrey, Capital Project Manager, stated this is for Right Of Way purchase to widen turn lanes on Limaburg Road. 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

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 COMPUTERS, LAPTOPS, PRINTERS AND MISCELLANEOUS TECHNOLOGY EQUIPMENT AS SURPLUS FROM VARIOUS COUNTY DEPARTMENTS. Matthew Webster, Assistant County Administrator stated these items have no further use for the County. 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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ITEM VIII.

FISCAL MATTERS

A. Judge Moore presented the Invoice Reports dated July 14th, 2020, and pre-paid invoice reports dated July 2nd and July 9th, 2020. Commissioner Flaig 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 Reports dated July 14th, 2020, and pre-paid invoice reports dated July 2nd and July 9th, 2020. Commissioner Brewer 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.

C. Judge Moore presented the Treasurer's Monthly Financial Report and Interfund Transfer/Court Order ending May 31st, 2020. Commissioner Kenner moved, seconded by Commissioner Brewer to approve the Treasurer's Monthly Financial Report and Interfund Transfer/Court Order. Judge Moore called for a vote on the motion, ALL PRESENT VOTING - AYE 4-0.

ITEM IX.

OLD BUSINESS

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

ITEM X.

NEW BUSINESS

A. 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, July 28, 2020 at 5:30 PM.

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 July 14th, 2020.


Fiscal Court Clerk

Date: 29 July 2020