

**MINUTES**  
**BOONE COUNTY FISCAL COURT**  
**Boone County Administration Building**  
**Fiscal Courtroom (1<sup>st</sup> Floor)**  
**Burlington, Kentucky**  
**September 8, 2020**  
**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.

Members of the Court 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

Members of the Staff Present:

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

**ITEM II.**

**APPROVAL OF MINUTES**

- A. Judge Moore presented the Minutes from the August 25<sup>th</sup>, 2020 Fiscal Court Meeting for approval. Commissioner Kenner moved, seconded by Commissioner Brewer, to approve the Minutes from the August 25<sup>th</sup>, 2020 Fiscal Court Meeting, with no changes or corrections. Judge Moore called for a vote on the motion, ALL PRESENT VOTING - AYE 3-0 with 1 abstention by Commissioner Flaig.

**ITEM III.**

**PRESENTATIONS**

- A. Judge Moore asked the Fiscal Court Clerk to read into the record the Notice of the Special Hearing: Public Hearing Notice to Vacate Street Right-of-Way. To all interested citizens of Boone County, Kentucky: Notice is hereby given that the Boone County Fiscal Court will hold a Public Hearing on September 8, 2020 at 5:30 PM, prior to the Fiscal Court meeting, at the Boone County Administration Building, 2950 Washington Street, Burlington, Kentucky, 41005, First Floor, Fiscal Court Room. The purpose of the Public Hearing is to consider an application to vacate a section of street right-of-way at 9981 Spruce Lane in Union (Unincorporated Boone County). All persons having interest in the proposed vacation are invited to appear and provide information and comment. For additional information, please contact Boone County Public Works.  
Rob Franxman, County Engineer, stated members of the Viewing Committee of Commissioner Kenner, David Neff and himself reviewed the property. The adjacent property owners jointly applied for the Vacation. The County has no reason to maintain ownership of the property and approve the Vacation with the five (5) conditions. Judge Moore asked if there was any opposition, none presented.

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Judge Moore declared the Hearing closed and asked the Fiscal Court Clerk to read into the record Item VII. D: A RESOLUTION RELATING TO THE BOONE COUNTY FISCAL COURT APPROVING THE REQUEST TO VACATE STREET RIGHT-OF-WAY AT 9981 SPRUCE LANE IN UNION, UNINCORPORATED BOONE COUNTY, KENTUCKY AS RECOMMENDED BY THE VIEWING COMMITTEE. 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

**B. SPGE House Bill 1 Presentations:**

1. Judge Moore introduced Carrie Herrmann, Director, of the Boone County Public Library. Carrie stated the library tax will be lowered to 4.9 cents per \$100/assessment which will generate \$7.6M for the Library.
2. Judge Moore introduced Ian Addington, Treasurer of the Florence Fire Protection District Board. Also in attendance were John Pile and Robert Asseo, the Chairman of the Board. Mr. Addington stated the rate will be .15 cents per \$100/assessment for real and tangible property.

- C. Judge Moore stated the Homelessness Report by Laura Pleiman, Director of Human Services, will be postponed until a later date.

**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 TERESA ADAMS, TO THE PART-TIME POSITION OF HOUSING RECEPTIONIST FOR THE ASSISTED HOUSING 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.

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 AN UPDATE OF A JOB DESCRIPTION, BY GARY W. MOORE, COUNTY JUDGE/EXECUTIVE, FOR THE VOLUNTEER MANAGER TO SHELTER OPERATIONS MANAGER FOR THE BOONE COUNTY ANIMAL CARE AND CONTROL DEPARTMENT. Lori Zombek, Director of Human Resources, stated a part-time position will be removed. 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.

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 PROMOTION, BY GARY W. MOORE, COUNTY JUDGE/EXECUTIVE, OF COURTNEY GLASS FROM PROPERTY MAINTENANCE TECHNICIAN TO SENIOR PROPERTY MAINTENANCE TECHNICIAN FOR THE PROPERTY MAINTENANCE DEPARTMENT. Lori Zombek, Director of Human Resources, stated the candidate has just received his HVAC journeyman license. 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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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 SEASONAL NEW HIRES FOR THE PRO SHOP AT THE BOONE COUNTY GOLF COURSES. Lori Zombek, Director of Human Resources, presented the candidates. 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 IV E: A RESOLUTION RELATING TO THE BOONE COUNTY FISCAL COURT AUTHORIZING THE PROMOTION, BY GARY W. MOORE, COUNTY JUDGE/EXECUTIVE, OF JOE RISCH TO THE FULL-TIME POSITION OF PUBLIC SERVICES TRUCK DRIVER/OPERATOR FOR THE PUBLIC WORKS DEPARTMENT. Lori Zombek, Director of Human Resources, presented the promotion. 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. Judge Moore asked the Fiscal Court Clerk to read into the record the First Reading of Item V. A: AN ORDINANCE OF THE BOONE COUNTY FISCAL COURT AMENDING CHAPTER 110 OF THE OCCUPATIONAL LICENSE SECTION OF THE BOONE COUNTY CODE OF ORDINANCES, HAVING BEEN PREVIOUSLY ADOPTED BY ORDINANCE 430.1 ON MAY 2, 1978 AND AMENDED BY ORDINANCES 430.1A (12-8-1992), 430.3 (10-21-1980), 430.4 (3-11-1986), 430.4A (2-20-1990), 430.5 (5-6-1986), 430.7 (4-21-1987), 2000-09 (5-16-2000), 03-08 (2-18-2003) and 07-27 (12-18-07). Jeff Earlywine, County Administrator, stated this Ordinance will allow a license to be revoked with due process and a hearing. The Ordinance has been aligned with the City of Florence. Commissioner Brewer asked a question, Jeff Earlywine responded. Judge Moore asked if there were any questions, none presented. Judge Moore stated the proposed date of Second Reading will be October 13, 2020.

B. Judge Moore 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, AMENDING ORDINANCE NO. 2019-17, ENACTED ON JULY 23, 2019, AND AMENDED ON NOVEMBER 26, 2019, RELATING TO THE USE OF GOLF CARTS ON CERTAIN DESIGNATED COUNTY STREETS AND ROADWAYS. Matthew Webster, Assistant County Administrator, stated these five streets are adjacent to the Boone Aire Subdivision. The request was reviewed by the Traffic Safety Committee. Commissioner Flaig asked a question, Matthew Webster responded. Commissioner Kenner moved, seconded by Commissioner Flaig, to approve the Ordinance. Judge Moore called for a vote on the motion, ALL PRESENT VOTING - AYE 4-0.

**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 RE-APPOINTMENT, BY GARY W. MOORE, COUNTY JUDGE/EXECUTIVE, OF LISA WILSON-PLAJER TO THE NORTHERN KENTUCKY AREA DEVELOPMENT DISTRICT BOARD OF DIRECTORS. 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 ACCEPTING THE ANNUAL FY2019 AUDIT OF THE ASSISTED HOUSING DEPARTMENT. Ruth Tanner, Director of Assisted Housing, presented the Audit. Judge Moore stated the Audit is a clean opinion with no findings. 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

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 AWARDING THE BID FOR RECYCLING ROLL-OFF CONTAINERS AND A ROLL-OFF TRAILER TO PRO-TAINER AT THE TOTAL BID PRICE OF \$137,097.00 FOR THE SOLID WASTE SERVICES DIVISION OF THE PUBLIC WORKS DEPARTMENT. Rob Franxman, County Engineer, stated Boone County is the lead agency for solid waste recycling in this area. The bidder has a long standing relationship with the County. Ben Reece, Treasurer, commented the bins and trailers have a connection system that is unique to this company. Rob Franxman stated this purchase is part of a Grant. 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

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 AWARDING THE BID FOR THE CONSTRUCTION OF THE SHORLAND DRIVE SIDEWALKS TO STRAIGHT EDGE CONSTRUCTION, LLC, AT THE BID PRICE OF \$249,248.00. Rob Franxman, County Engineer, stated this is 1 mile of sidewalk in the Richwood Industrial Park. There were six bidders, the project is 100% County funded and budgeted. Commissioner Flaig asked a question, Rob Franxman 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.

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 DECLARING SEVEN (7) VEHICLES AND MISCELLANEOUS AUTOMOBILE PARTS AS SURPLUS FROM THE SHERIFF'S DEPARTMENT AND PUBLIC WORKS. Jeff Earlywine, County Administrator, stated six of these vehicles are owned by the County and will reimburse the General Fund, 1 vehicle is owned by the Sheriff and will reimburse the Sheriff Department. The vehicles will be sold on GovDeals.com. 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 VIII.**

**FISCAL MATTERS**

A. Judge Moore presented the Invoice Reports dated September 8<sup>th</sup>, 2020, and pre-paid Invoice Reports dated August 28<sup>th</sup>, 2020. Commissioner Brewer moved, seconded by Commissioner Kenner, 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 September 8<sup>th</sup>, 2020, and pre-paid invoice reports dated August 28<sup>th</sup>, 2020. Commissioner Kenner moved, seconded by Commissioner Flaig, to approve the Golf Invoice Reports. Judge Moore called for a vote on the motion, ALL PRESENT VOTING - AYE 4-0.

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**ITEM IX.**

**OLD BUSINESS**

A. Judge Moore asked if there was any Old Business to come before the Court. Commissioner Flaig asked for an update on the Ryle Road closure. Jeff Earlywine, County Administrator, stated all houses have been demolished. The County is working with the remaining homeowners to stabilize each end of the road before final closure of the road. The south end of Ryle Road will be renamed South Ryle Road for emergency and postal service. Commissioner Brewer asked a question, Jeff Earlywine responded.

**ITEM X.**

**NEW BUSINESS**

A. Judge Moore asked if there was any New Business to come before the Court.

**ITEM XI.**

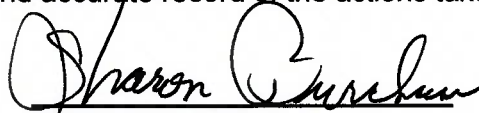
**ADJOURNMENT**

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 4-0.

NEXT FISCAL COURT MEETING – **Thursday, September 17<sup>th</sup>, 2020 at 5:30 P.M.**

**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 8<sup>th</sup>, 2020.

  
Fiscal Court Clerk

Date: 18 Sept 2020

**Announcements:**

Judge Moore announced the passing of George Thelen of Thelen Associates and the Judge/Executive of Meade County, Mr. Gerry Lynn.