

**MINUTES**  
**SPECIAL CAUCUS MEETING OF THE**  
**BOONE COUNTY FISCAL COURT**  
**Boone County Administration Building**  
**Fiscal Courtroom (1<sup>st</sup> Floor)**  
**Burlington, Kentucky**  
**Wednesday, October 4<sup>th</sup>, 2023**  
**8:30 A.M.**

**ITEM I.**

**CALL TO ORDER**

- A. Call to Order.....Judge/Executive Gary W. Moore  
B. Invocation & Pledge..... Commissioner Cathy H. Flaig

Members of the Court Present:

Gary W. Moore, County Judge/Executive  
Cathy H. Flaig, Commissioner, District 1  
Chet Hand, Commissioner, District 2  
Jesse A. Brewer, Commissioner, District 3

Members of the Staff and Other Officials Present:

Matthew H. Webster, County Administrator/Deputy Judge/Executive  
Matt Dowling, Deputy County Administrator  
Robert Franxman, County Engineer/Assistant County Administrator  
Robert Notton, County Treasurer/Finance Director  
Jordan Dallas Turner, County Attorney  
Col. Les Hill, Sheriff's Department  
Shona Schulkers, Fiscal Court Clerk

Members of the Staff and Other Officials Absent:

Lori Zombek, Director of Human Resources  
William Knoebel, Assistant County Attorney

**ITEM II.**

**READING OF SPECIAL CAUCUS MEETING NOTICE**

- A. Judge Moore asked the Fiscal Court Clerk to read the Special Caucus Meeting Notice, The Boone County Fiscal Court will hold a special caucus meeting on Wednesday, October 4, 2023, at 8:30 a.m. for the purpose of offering a public comment period and policy discussion related to the zoning ordinance public hearing process, Homelessness Task Force and NKY Housing Study by the Fiscal Court. No other agenda items will be considered by the Fiscal Court. There will be a public comment period at the beginning of the meeting. No final action will be taken by the Fiscal Court. The special meeting will be held at the Boone County Administration Building, 2950 Washington Street, Burlington, Kentucky, 41005 in the Fiscal Courtroom and can be viewed on the County's website at [www.boonecountyky.org](http://www.boonecountyky.org), via Spectrum CATV on channel 200, or via altafiber Fioptics on channel 831. Any individual requiring special accommodation should contact the County in advance of the meeting at (859) 334-3571. accommodation should contact the County in advance of the meeting at (859) 334-3571.

**ITEM III**

**INTRODUCTION**

- A. Introductory Remarks – Gary W. Moore, Judge/Executive.  
Judge Moore reviewed the meeting guidelines and reminded the court there is no action taken at a caucus meeting and the only discussion will be limited to the agenda items.

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**ITEM IV.**

**PUBLIC COMMENTS**

- A. Town Hall style period for public comments (no discussion). (30 minutes)  
Judge Moore commented that he received an email from citizen, Jill Charles (concern: public hearings on Planning and Zoning matters). Commissioner Hand commented he received emails from citizens, William Moran (concern: population growth and real estate in the county), Amanda Chism (concern: public hearings on Planning and Zoning process) and Lloyd Friend (concern: lost trust in Planning and Zoning). Commissioner Flaig commented that she has received comments from citizens around town regarding their tax bill. Judge Moore asked if there was anyone in the audience that wanted to speak, there was none.

**ITEM V.**

**PRESENTATIONS**

- A. Fiscal Court Public Hearing for Zoning Map Amendments Discussion – Jordan Turner, County Attorney. (45 minutes)  
Jordan Turner presented information on whether the court can have its own public hearings, and there are 3 options: 1. We can follow the Planning Commissions recommendations without a hearing. 2. We can review the record and determine different facts and findings and come up with a different result. 3. We can have our own trial type hearing with different facts to support findings that form the basis of your opinion. Additional findings are critical to base factual decisions. She stated how, when and what this should look like. She spent a lot of time researching and speaking with other County Attorney's. There were many that do not have public hearings, others hold a public hearing before the First Reading, others hold a public hearing after the First Reading, and some hold them after the Second Reading. She is suggesting that we have a Planning Commission presentation during the agenda item "Presentations". Planning and Zoning could present the request during this time. Public comment consistent with Planning Commission record can be taken during presentation. The court could then determine whether to proceed with First Reading or vote to hold a new public hearing. Commissioners Hand and Brewer asked questions, Judge Moore answered. Matthew Webster added comments. Discussion ensued. Jordan Turner continued reporting on the public hearing process. She said some other considerations are the positives of having a public hearing is to hear from the public and what information can be gained, the public comments are most likely to be consistent with the public hearing at the Planning Commission meeting. She cannot give a set way on how to handle the public hearings, as they are all handled differently. Judge Moore, Commissioner Hand and Jordan Turner added comments. Commissioners Brewer and Hand asked a question, Dale Wilson, Attorney for Planning and Zoning answered. Commissioner Flaig added comments. Kevin Costello, Planning and Zoning Director added comments. Discussions ensued. Judge Moore concluded by requesting the County Attorney prepare a recommendation of what procedure should be used and present the procedure during a business meeting. These public hearings will only pertain to Planning and Zoning matters.
- B. Homelessness Task Force – Laura Pleiman, Community Services & Programs Director. (45 minutes)  
Laura Pleiman reported on the Task Force history, resources, 2019 B-Count, Covid-10 impacts, winter weather sheltering, statistics, and operations. She also reported on the program participants, long range planning and shelter program recommendations. Judge Moore and Commissioner Hand asked a question, Laura Pleiman answered. Commissioner Hand asked a question, Matthew Webster answered. Commissioners Flaig, Hand and Brewer asked

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questions, Laura Pleiman answered. Judge Moore asked a question, Laura Pleiman answered. Commissioner Brewer added comments.

- C. NKADD Housing Study – Tara Noem, NKADD Executive Director and Nels Nelson, Stantec Consultants. (45 minutes)

Tara Noem introduced Nels Nelson who presented the data from the NKADD Housing Study via PowerPoint on the region and Boone County specifically. Judge Moore added comments and asked a question, Nels Nelson answered. Commissioners Brewer and Hand asked questions, Nels Nelson answered. Judge Moore and Commissioner Hand added comments.

**ITEM VI.**

**ADJOURNMENT**

Judge Moore called for adjournment of the Special Caucus Meeting. Commissioner Brewer moved, seconded by Commissioner Hand, to adjourn the meeting, ALL PRESENT VOTING AYE (4-0).

**NEXT FISCAL COURT MEETING – Tuesday, October 10, 2023 @ 5:30 P.M.**

**CLERK CERTIFICATION**

I, Shona Schulkers, Fiscal Court Clerk, do hereby certify that this is a true and accurate record of the actions taken during the Special Caucus meeting of October 4<sup>th</sup>, 2023.

  
\_\_\_\_\_  
Fiscal Court Clerk

Date: 10/11/23