

KENTON COUNTY FISCAL COURT VIRTUAL MEETING

<http://www.tbnk.org/togo2>

MEETING MINUTES

January 26, 2021

5:30 P.M.

Call to Order

Judge/Executive Knochelmann called to order the January 26, 2021, virtual meeting of the Kenton County Fiscal Court. Judge/Executive Knochelmann led the invocation and the Pledge of Allegiance.

Present: Judge/Executive, Kris Knochelmann
Commissioner Beth Sewell, District 1
Commissioner Jon Draud, District 2
Commissioner Joe Nienaber, District 3
County Attorney Stacy Tapke

Staff: Joe Shriver, County Administrator
Roy Cox, County Treasurer
Sue Kaiser, Fiscal Court Clerk

Approval of Minutes

A. Approval of the Minutes from the meeting of January 12, 2021.

Commissioner Draud made the motion for approval; seconded by Commissioner Nienaber. Judge Executive Knochelmann called for a roll call vote with the results being Commissioner Draud, yes, Commissioner Sewell, yes, Commissioner Nienaber, yes, and Judge Knochelmann, yes. The motion passed with a vote of 4-0.

Citizens Address

No citizens sent any questions to the Fiscal Court.

General Business

A. Claims List dated January 22, 2021.

There were no questions on the Claims List.

B. Request approval for the Judge/Executive to execute a Memorandum of Understanding with the cities of Crescent Springs and Fort Mitchell for the Bromley-Crescent Springs Road, Section One project.

Nick Hendrix stated that this item basically the 20% share for the Bromley/Crescent Springs Rd. project. We did share that with Fort Mitchell and Crescent Springs, and basically this document updates where we were in 2017 to reflect new project costs and new terms. What changed was that the City of Crescent Springs had originally been set to participate in Phase One and Phase Two, but they are now only participating in Phase One. They asked to spread their contribution

over 10 years instead of eight years. The City of Fort Mitchell held their four year commitment on their match, and they plan to pay half of it basically upfront this fiscal year and spread the difference over the next three years.

Commissioner Draud asked what the cost is for the project?

Mr. Hendrix answered that the total cost today is \$10,115,949, and that is subject to any number of change orders that may come up for the project.

Commissioner Draud asked if we are paying 20% of that?

Mr. Hendrix answered that we are splitting the local 20% match, and our portion of the total project is about 10%.

Judge Knochelmann stated that there is a lot of progress being made.

Commissioner Nienaber made the motion for approval; seconded by Commissioner Sewell. Judge Executive Knochelmann called for a roll call vote with the results being Commissioner Draud, yes, Commissioner Sewell, yes, Commissioner Nienaber, yes, and Judge Knochelmann, yes. The motion passed with a vote of 4-0.

Resolutions

**A. Resolution No. 21-01B
A Resolution for the Kenton County Fiscal Court concerning Fiscal Year
Budget Adjustments.**

Treasurer Roy Cox stated that there is only one budget adjust, which is for Fleet. So, \$11,000 will be moved to Buildings and Grounds from diesel fuel to cover unexpected costs for the fuel pump.

Commissioner Draud made the motion for approval; seconded by Commissioner Sewell. Judge Executive Knochelmann called for a roll call vote with the results being Commissioner Draud, yes, Commissioner Sewell, yes, Commissioner Nienaber, yes, and Judge Knochelmann, yes. The motion passed with a vote of 4-0.

Consent Agenda

- A. Exhibit No. 21-09
Request approval of the contract modification with Integrated Engineering for additional scope on the Manor Lake Drive Reconstruction project.**
- B. Exhibit No. 21-10
Request approval of an engineering services agreement with the Northern Kentucky Water District for facilities installation inspection on the Bromley-Crescent Springs Road Reconstruction Project.**
- C. Exhibit No. 21-11
Request approval of an engineering services agreement with Sanitation District No. 1 for facilities installation inspection on the Bromley-Crescent Springs Road Reconstruction Project.**
- D. Exhibit No. 21-12
Request approval of Change Order #3 for the Kenton County Clerk's office at the Kenton County Historic Courthouse.**

- E. Exhibit No. 21-13**
Request approval of the bid for various Light Duty and Police Duty vehicles for the FY21 program.
- F. Exhibit No. 21-14**
Request approval of a one year lease renewal with Gary and Nancy Thompson for the 3549 Mills Rd. property in Kenton County.
- G. Exhibit No. 21-15**
Request approval of the Mills Park Pollinator Habit at proposal between the Kenton County Fiscal Court and Monarch Friends/Michael Strohm at Middleton Mills Park.

All items on the Consent Agenda were voted on together.

Commissioner Nienaber made the motion for approval; seconded by Commissioner Sewell. Judge Executive Knochelmann called for a roll call vote with the results being Commissioner Draud, yes, Commissioner Sewell, yes, Commissioner Nienaber, yes, and Judge Knochelmann, yes. The motion passed with a vote of 4-0.

Executive Orders

- A. Executive Order 21-08**
An Executive Order relating to the Fiscal Court approving the appointment of Ronald Morrison as a Part-Time Solid Waste Technician for the Kenton County Public Works Department.

Commissioner Sewell made the motion for approval; seconded by Commissioner Nienaber. Judge Executive Knochelmann called for a roll call vote with the results being Commissioner Draud, yes, Commissioner Sewell, yes, Commissioner Nienaber, yes, and Judge Knochelmann, yes. The motion passed with a vote of 4-0.

Administrative Reporting

Emergency Management

Steve Hensley stated that there are 1,268 new COVID cases today, with 187 of those being in Northern Kentucky. St. Elizabeth did 425 tests at their drive-thru testing site today. The testing location at the IRS building is generating much lower numbers than that, but they still remain open. They have been pretty busy with vaccines, and they think that is helping reduce some of the numbers, in addition to people continuing to social distance. In Northern Kentucky thus far, they have pushed out 20,746 vaccines through the various locations. Across the Commonwealth in total, there have been approximately 308,000 vaccinations pushed out. There have been a lot of questions that have come in, and some frustrations about the availability and the ability to log in to the sites and register for appointments. Largely that's based on the fact that there's just not that much vaccine currently available. They hope to receive allocations that come from the State to the Health Department and the hospitals. Right now, he thinks that in Northern Kentucky they are only receiving about 5,000 doses weekly that get divided by all the agencies he has referenced. Overall, he thinks that the Commonwealth is doing a pretty good job, and he thinks that we are rated about 10th across the US for being the most efficient with the doses that are being received. The problem is that we are just not receiving enough doses.

Mr. Hensley then stated that one of the questions is that there are a lot of the 70 and older groups and others that don't have access to the Internet. St. Elizabeth has their phone numbers that are pretty easy to get ahold of, but the Health Department has a call in number. The number is (859)363-2120, and anyone can call in to see if they have availability and they'll schedule the appointment for you through one of their operators. He then expressed his appreciation to the Lakeside Christian Church on Buttermilk Pike. They have been operating out of there for several weeks, and they we anticipate that they will be there for several more weeks. The General Business Manager there is Matt Westwood, and he is just a phenomenal guy to work with, and it will be no surprise to many people to find out that he is Senator Jacqueline Westwood's son. He is a great guy to work with, and a great community supporter.

Commissioner Sewell asked if a person calls the Health Department, are they keeping a list of names, or are they just going to turn them away?

Mr. Hensley answered that if they don't have anything available, they will be asked to call back. They can continue to visit the website as frequently as possible. The President gave a presentation this evening, and he indicated that our allocation could go up in the next few weeks by as much as 15%, which still isn't a great deal, but any additional amount is obviously appreciated. In addition to that, he said that the Federal Government is going to give the state the ability to know what their allocation is going to be three weeks out for scheduling purposes. Currently, from week to week it's difficult for them to plan and schedule, both for the hospitals and the Health Department, because they don't know what their allocation is going to be. Hopefully that'll be helpful, being able to schedule out three weeks and have some sort of idea where the vaccine is going. In addition to that they are working on other opportunities to bring larger scale vaccine clinics.

Commissioner Sewell stated that one thing that she spoke with Steve about earlier today is that she did get a nice email from a couple that was able to take advantage of the vaccine at Lakeside, and they were so pleased with the process. So for all those that are listening out there, thanks to Matt and those that have been involved in this. Hearing from someone that's been through it and they are telling me it's good, then she thinks she can pass that along as it's certified that they are doing a great job. She appreciates that, as she knows it's been scary for a lot of the elderly folks, and it gives them a great peace of mind when they can go and get one step closer to feeling some sense of security. She thanked everyone out there for making them feel good.

Mr. Hensley stated that he will make sure and pass that along as well, and there is not a more appreciative group than the current 70 and older group that they have been dealing with. They appreciate the fact that they may be making the first step towards normal, and in addition to that, he thinks they appreciate the opportunity to just escape from their homes for a few minutes.

Commissioner Draud stated that he would reinforce what Commissioner Sewell just said about the efficiency of the group at Lakeside. Nothing could have been more efficient. He asked what the plans are to get enough vaccine for the second shot?

Mr. Hensley answered that they actually had that discussion, and the plan moving forward after this week is that the allocation of vaccines, as they come in, will be allocated to the second doses of the people that have already received the first doses, and then after that they'll plan accordingly. The only way these vaccines are totally effective is that those that received the first dose receive the second dose.

Commissioner Draud asked if they will have enough for the 28 day period?

Mr. Hensley answered that they have indicated that that they will have adequate supplies, and they're already planning for those workshops to start the first and second weeks in February. So, the answer to that question is that if someone received the first dose, they have been assured by the Health Department that there will be an inventory to give the second dose within that defined timeline.

Joe Nienaber stated that he has been frustrated with COVID for 10 months now, but he has nothing but the best to say about Northern Kentucky and the State of Kentucky. Steve Hensley and his group are high class, and there's nothing like pressure and tough situations that show people's skill and their leadership.

Mr. Hensley stated that they do have a great team, and they appreciate everyone for their continued support. As he talked about the Health Departments, it is also important to mention another very critical lifeline which is Garren Colvin and our friends at St. Elizabeth. The combination of Dr. Saddler and Garren Colvin has the region being well served.

Judge Knochelmann stated that he thinks it is important that we got the vaccines. If this effort was ramped up double or triple, there's no question that between the hospital, the Health Department, Emergency Management and other partners, we can deploy those things like probably nobody in this country.

Technology Services

Jessica Ramsey stated that she would like to thank the Fiscal Court for approving the reorganization at the last meeting. She is sorry that she was not able to attend that meeting. Part of the reorganization is the posting of an opening in her department for a software administrator. So, if anyone knows anybody who's really good at working with software, please direct them to our website to apply. Secondly, she stated that since we've hit the second half of the fiscal year, they are doing the second half of their orders for replacement desktops and laptops. One thing to keep in mind when they do that is that just because they have received new desktops, it does still take some time to roll those out to employees who are due for replacement. They have to get the computer all set up and configured for them, and they are prioritizing employees who are still running Windows7, because there are security risks.

Ms. Ramsey then stated that early next week, she will have her project kickoff call with Kronos to start with our timesheet upgrade. Our current version of Kronos is hosted on premise, and it runs on something called Flash. That has now been decimated, which is causing major issues in running our time sheet software. They have pushed out a temporary fix that allows people to still use their timesheets for right now. She is optimistic that they will get this project done as quickly as possible, so there are not any more security risks related to running Flash. She will give an update next time about where they are on that project upgrade.

Animal Services

Becky Reiter stated that she pulled some statistics from last year. As everybody knows, COVID has really restricted movement for her department. Even with that, the officers handled over 3,317 calls for service out in the field. The shelter staff handled almost 1,600 animals, and that was with redirecting through some of our rescue organizations. Online was a little bit of a concern as to how to gauge how well of a job they are doing. One of the things she looks at is reuniting lost pets with their owners. So, out of the nearly 1,600 animals that were brought into the shelter, 528 were reunited with their owners. So, that's over 30%, and the national average is about 16%. So, even with COVID and everything that was going on, they did a really good job in getting animals back home to their owner. She praised her staff and volunteers who help with that.

Ms. Reiter then stated that online licensing is up and running, and they haven't really run into any issues. They do ask that if anybody does run into issues while they're going through the process to give them a call at the shelter. It is very user friendly for both the public and the staff, so that's going well. They continue to work towards trying to upgrade the information on the website. They are also working on some online training for the staff, since they are limited on outside or classroom training.

Judge Knochelmann stated that he and Joe Shriver visited the shelter yesterday, and the crew continues to improve in very tough situation. They are always doing a great job, and he appreciates that very much.

Public Works

Nick Hendrix stated that he would like to give an update on the fleet purchasing for this fiscal year. They had a total of 17 vehicles that were slated to be purchased this year, which includes seven light duty and ten police duty vehicles. He is happy to report that all ten police duty vehicles had been ordered, and three of the seven light duty vehicles have been ordered. They had a little stumbling block with ordering light duty vehicles based on some of the contracts with the State, as they typically try to use State master agreements. The Cabinet let a handful of those expire, and there is also an issue with some of the manufacturers changing cutoff dates. When they talk with the vendors, they have found that it's pretty widespread. GM, Ford and others have done the same thing, where they're struggling with supply or they're struggling with labor or whatever, so they've shifted their cutoff date. They are likely to be coming back with a modified proposal for Fleet this fiscal year, but he is happy to report that 13 of the 17 vehicles have been ordered. He thanked the Fiscal Court for the commitment to this program. This is the fifth and final year of the original program, and he thinks it has been very successful. They will be coming back later this year to look at some of the metrics that were talked about on the outset.

Judge Knochelmann stated that we had a scare the past 48 hours regarding weather. The team prepped well, and of course they always plan for the worst and got through it fine.

Nick Hendrix stated that he wasn't going to make any comments on the weather as we're still in January, but so far so good. The crews are coming in as if we have a normal day tomorrow, but they are scheduled to be in through midnight tomorrow. We have been very lucky so far, and hopefully that trend continues.

Parks/Buildings and Grounds/Golf Course

Rhonda Ritzi reported for Scott Gunning. Ms. Ritzi stated that the work at the Historic Kenton County Courthouse for the Clerk's office space is completed. She thanked the Fiscal Court for the approval of the change order tonight, and the Clerk has reopened the Independence office. They still have some miscellaneous punch list items that are in process of being completed, but the Clerk's office has been reopened since early January. The work still continues in the Fiscal Court Chambers, with the plaster work taking place this week.

Ms. Ritzi then stated that in regards to the golf course, the staff out there are using these winter months to remove some trees to improve the course and playability for next season. Indigo Golf is taking care of the labor, with our costs only being the rental of the stump grinder. The trees that are being removed are based on recommendations from numerous consultants, including the National Golf Foundation and GolfSense.

Lastly, Ms. Ritzi stated that Scott Gunning is working on finalizing the contract with Human Nature for the master plan at the Fox Run property. He expects to have that on the agenda at the next

Fiscal Court meeting, and is working with Human Nature on the information gathering phase right now. He will continue to keep the Court updated as they move forward. As for programming, they are working on plans to offer programs that are modified to accommodate smaller groups, while remaining physically distanced and wearing masks, or planning activities that can be done within one's household. The Kenton County Public Library is partnering with Kenton County to provide some programs. Registration will be required to attend. She asked that everyone continue to follow Kenton County Parks & Recreation on Facebook for daily activity ideas and future programs. She also thanked the Fiscal Court for tonight's approval of the Mills Park Pollinator Habitat.

County Attorney 's Report

County Attorney Stacy Tapke had nothing to report.

Commissioners ' Reports

Commissioner Jon Draud

Commissioner Draud had nothing to report.

Commissioner Joe Nienaber

Commissioner Nienaber had nothing to report.

Commissioner Beth Sewell

Commissioner Sewell had nothing to report.

Judge/Executive 's Report

Judge Knochelmann stated that there is no need for an Executive Session tonight. He then asked Mr. Hensley to speak about the news that was just announced.

Steve Hensley stated that to follow up on the vaccine allocation, we received a correspondence that our allocation is going to increase by 17% based on the new federal guidance that's coming out. So, not a huge number, but we'll take anything we can get.

Judge Knochelmann then stated that we talked about this on the Brent Spence project, but Secretary Gray is now heading up the effort for the State. We've really built a great relationship with the Secretary, and that does nothing but help us try and get things done. So again, a huge thank you to him. He didn't know him before this effort, but he's a very responsible, good manager of projects.

Judge Knochelmann then stated that we are working on finishing up other projects, including the Ried Schott Room. Scott Gunning and Joe Shriver are working on finishing up things on the punch list for the building, including the south wing we call it in PDS. We are working with all the costs on the Ried Schott Room to bring it under budget.

Adjournment

Having completed all business before the Court, Commissioner Draud offered a motion to adjourn which was seconded by Commissioner Sewell. Judge Knochelmann requested a voice vote whereupon all members present voted in the affirmative with a 4-0 vote.

Text for all proposed and recently passed ordinances may be acquired by accessing the Fiscal Court web page at <http://www.kentoncounty.org> or by contacting the administrative offices at 859.392.1400.

CLERK CERTIFICATION

I, Sue J. Kaiser, having been appointed to the office of Fiscal Court Clerk, do hereby certify that this is a true and accurate record of the actions taken by the Kenton County Fiscal Court at the meeting of January 26, 2021.

A handwritten signature in blue ink that reads "Sue Kaiser". The signature is written in a cursive style.

Sue J. Kaiser
Fiscal Court Clerk