

PENDLETON COUNTY FISCAL COURT
MAY 28, 2013
COURT MET PURSUANT TO ADJOURNMENT
WITH
HONORABLE HENRY BERTRAM, JUDGE/EXECUTIVE
PRESIDING

Members Present: Alan Whaley, Gary Veirs, Bob Fogle and David Fields

Members Absent: None

County Attorney: Jeff Dean

Invocation was given by Jeff Dean, with the Pledge of allegiance being led by Judge Bertram.

In Re: Approval of Agenda

Judge Bertram presented the agenda for this meeting and ask that it be amended to include item 12A – School Resource Officer Grant, Squire Veirs made a motion to approve the agenda with the amendment, seconded by Squire Fields, motion carried.

In Re: Approval of Minutes

Minutes from the May 14, 2013 meeting were presented to the court by fiscal court clerk Vicky King, whereby Squire Whaley made a motion, seconded by Squire Fogle that the minutes be approved as presented, motion carried.

In Re: Approval of Treasurer's Report

Pendleton County Treasurer, Vicky King, presented the court with a written report for the month of April at the May 14, 2013 meeting, Squire Fogle made a motion, seconded by Squire Veirs that this report be approved as presented, motion carried.

In Re: Reappointment Don Neltner to Northern Pendleton Fire District for 3 Year Term

Squire Veirs made a motion to reappoint Don Neltner to serve as a member of the Northern Pendleton Fire District Board for 3 years, Squire Whaley seconded the motion, motion carried.

In Re: County Judge Appointment to the Tax Appeals Board

Judge Bertram ask for a motion appointing Kathy Colvin to the Tax Appeals Board as the Judge's appointment. Squire Fields made a motion, seconded by Squire Whaley to appoint Kathy Colvin to the Tax Appeals Board, motion carried.

In Re: Fiscal Year 2011-2012 Fiscal Court Audit Report

The State Auditor's Office conducted the exit conference regarding the Fiscal Year 2011-2012 Audit in the Judge's office on May 14, 2013. A copy of the exit materials was presented to the court with Squire Veirs making a motion to approve the report as presented, seconded by Squire Fogle, motion carried.

Pendleton County
Fiscal Court Audit
Management Representation Letter
FYE June 30, 2012

Page 1

May 14, 2013

Commonwealth of Kentucky
Auditor of Public Accounts
209 Saint Clair Street
Frankfort, KY 40601

We are providing this letter in connection with your audit of the financial statements of Pendleton County Fiscal Court as of June 30, 2012 and for the period then ended for the purpose of expressing an opinion as to whether the financial statements present fairly, in all material respects, the respective financial position of the governmental activities, each major fund, and the aggregate remaining fund information of the Pendleton County Fiscal Court and the respective change in financial position and cash flows, where applicable, in conformity with the modified cash basis principles; and for the purpose of expressing an opinion on compliance for major federal award programs pursuant to Circular A-133. We confirm that we are responsible for the fair presentation of the previously mentioned financial statements in conformity with the modified cash basis financial reporting, and programs and controls to prevent and detect fraud. We also confirm that we are responsible for the identification of and compliance with laws, regulations, and provisions of contracts and grant agreements applicable to us.

We understand that you prepared the draft financial statements, related notes, and schedule of expenditures of federal awards, from the trial balance. We have reviewed and approved those and believe they are adequately supported by the books and records of the government.

Certain representations in this letter are described as being limited to matters that are material. Items are considered material, regardless of size if they involve an omission or misstatement of accounting information that, in light of surrounding circumstances, make it probable that the omission or misstatement of a reasonable person relying on the information would be changed or influenced by the material.

We confirm, to the best of our knowledge and belief, as of the date of this letter, the following representations made to you during your audit.

1. The financial statements referred to above are fairly presented in conformity with the modified cash basis of accounting and include all properly classified funds and other financial information of the primary government and all component units required to be included in the financial reporting entity.
2. We have made available to you all—
 - a. Financial records and related data (and all audit or relevant monitoring reports, if any, received from funding sources).
 - b. Minutes of the meetings of Pendleton County Fiscal Court or summaries of actions of recent meetings for which minutes have not yet been prepared.

3. There have been no communications from regulatory agencies concerning noncompliance with, or deficiencies in, financial reporting practices.
4. There are no material transactions that have not been properly recorded in the accounting records underlying the financial statements or the schedule of expenditures of federal awards.
5. We believe the effects of the uncorrected financial statement misstatements summarized in the attached schedule are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.
6. We acknowledge our responsibility for the design and implementation of programs and controls to prevent and detect fraud.
7. We have no knowledge of any fraud or suspected fraud affecting the entity involving:
 - a. Management,
 - b. Employees who have significant roles in internal control, or
 - c. Others whose fraud could have a material effect on the financial statements.
8. We have no knowledge of any allegations of fraud or suspected fraud affecting the entity received in communications from employees, former employees, analysts, regulators, short sellers, or others.
9. The Pendleton County Fiscal Court has no plans or intentions that may materially affect the carrying value or classification of assets, liabilities, or fund equity.
10. The following, if any, have been properly recorded or disclosed in the financial statements:
 - a. Related party transactions, including revenues, expenditures/expenses, loans, transfers, leasing arrangements, and guarantees, and amounts receivable from or payable to related parties.
 - b. Guarantees, whether written or oral, under which the Pendleton County Fiscal Court is contingently liable.
 - c. All accounting estimates that could be material to the financial statements, including the key factors and significant assumptions underlying those estimates, and we believe the estimates are reasonable in the circumstances.
11. We are responsible for compliance with the laws, regulations, and provisions of contracts and grant agreements applicable to us, including tax on debt limits and debt contracts; and we have identified and disclosed to you all laws, regulations and provisions of contracts and grant agreements that we believe have a direct and material effect on the determination of financial statement amounts, including legal and contractual provisions for reporting specific activities in separate funds.

12. There are no--
 - a. Violations or possible violations of budget ordinances, laws and regulations (including those pertaining to adopting, approving, and amending budgets), provisions of contracts and grant agreements, tax or debt limits, and any related debt covenants whose effects should be considered for disclosure in the financial statements or as a basis for recording a loss contingency.
 - b. Unasserted claims or assessments that our lawyer has advised us are probable of assertion and must be disclosed in accordance with Financial Accounting Standards Board (FASB) Statement No. 5, Accounting for Contingencies.
 - c. Other liabilities or gain or loss contingencies that is required to be accrued or disclosed by FASB Statement No. 5.
 - d. Reservations or designation of fund equity that were not properly authorized and approved.
13. The Pendleton County Fiscal Court has satisfactory title to all owned assets, and there are no liens or encumbrances on such assets nor has any asset been pledged as collateral.
14. The Pendleton County Fiscal Court has complied with all aspects of contractual agreements that would have a material effect on the financial statements in the event of noncompliance.
15. With respect to federal award programs:
 - a. We are responsible for complying and have complied with the requirements of OMB Circular A-133, Audits of States, Local Governments, and Non-Profit Organizations.
 - b. We have, in accordance with OMB Circular A-133, identified in the schedule of expenditures of federal awards, expenditures made during the audit period for all awards provided by federal agencies in the form of grants, federal cost-reimbursement contracts, loans, loan guarantees, property (including donated surplus property), cooperative agreements, interest subsidies, insurance, food commodities, direct appropriations, and other assistance.
 - c. We are responsible for complying with the requirements of laws, regulations, and the provisions of contracts and grant agreements related to each of our federal programs and have identified and disclosed to you the requirements of laws, regulations, and the provisions of contracts and grant agreements that are considered to have a direct and material effect on each major federal program; and have complied, in all material respects, with these requirements.

15. With respect to federal award programs: (continued)
 - d. We are responsible for establishing and maintaining effective internal control over compliance requirements applicable to federal programs that provide reasonable assurance that we are managing our federal awards in compliance with laws, regulations, and the provisions of contracts and grant agreements that could have a material effect on our federal programs. We believe the internal control system is adequate and is functioning as intended. In addition, no changes have been made in the internal control system as of the date of this letter that might significantly affect internal control, including any corrective action taken with regard to significant deficiencies, including material weaknesses, reported in the schedule of findings and questioned costs.
 - e. We have made available to you all contracts and grant agreements (including amendments, if any) and any other correspondence with federal agencies or pass-through entities relating to each major federal program.
 - f. We have received no requests from a federal agency to audit one or more specific programs as a major program.
 - g. We have complied, in all material respects, with the compliance requirements, including when applicable, those set forth in the OMB Circular A-133 Compliance Supplement, relating to federal awards, and have identified and disclosed to you all amounts questioned and any known noncompliance with the requirements of federal awards, including the results of other audits or program reviews.
 - h. Amounts claimed or used for matching were determined in accordance with relevant guidelines in OMB Circular A-87, Cost Principles for State, Local, and Tribal Governments, and OMB's Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments.
 - i. We have disclosed to you our interpretation of compliance requirements that may have varying interpretations.
 - j. We have made available to you all documentation related to the compliance requirements, including information related to federal program financial reports and claims for advances and reimbursements.
 - k. Federal program financial reports and claims for advances and reimbursements are supported by the books and records from which the financial statements have been prepared, and are prepared on a basis consistent with the schedule of expenditures of federal awards.
 - l. The copies of federal program financial reports provided you are true copies of the reports submitted, or electronically transmitted, to the respective federal agency or pass-through entity, as applicable.
 - m. We have monitored subrecipients to determine that they have expended pass-through assistance in accordance with applicable laws and regulations and have met the requirements of OMB Circular A-133.

15. With respect to federal award programs: (continued)

- n. We have taken appropriate action on a timely basis after receipt of subrecipients' auditor's reports that identified noncompliance with laws, regulations, or the provisions of contracts or grant agreements to ensure that subrecipients have taken the appropriate and timely corrective action on findings.
 - o. We have considered the results of subrecipient audits and have made any necessary adjustments to our books and records.
 - p. We are responsible for and have accurately prepared the summary schedule of prior audit findings to include all findings required to be included by OMB Circular A-133 and we have provided you with all information on the status of the follow-up on prior audit findings by federal awarding agencies and pass-through entities, including all management decisions.
 - q. We are responsible for and have accurately prepared the auditee section of the Data Collection Form as required by OMB Circular A-133, and we are responsible for preparing and implementing a corrective action plan for each audit finding.
16. The financial statements include all component units as well as joint ventures with an equity interest, and properly disclose all other joint ventures and other related organizations.
17. The financial statements properly classify all funds and activities.
18. All funds that meet the quantitative criteria in GASB Statement No. 34 and 37 for presentation as major are identified and presented as such and all other funds that are presented as major are particularly important to financial statement users.
19. Net asset components (invested in capital assets, net of related debt; restricted; and unrestricted) and fund balance reserves and designations are properly classified and, if applicable, approved.
20. Provisions for uncollectible receivables have been properly identified and recorded.
21. Expenses have been appropriately classified in or allocated to functions and programs in the statement of activities, and allocations have been made on a reasonable basis.
22. Revenues are appropriately classified in the statement of activities within program revenues, general revenues, contributions to term or permanent endowments, or contributions to permanent fund principal.
23. Interfund, internal, and intra-entity activity and balances have been appropriately classified and reported.
24. Special and extraordinary items are appropriately classified and reported.
25. Deposits and investment securities are properly classified in category of custodial credit risk.

26. Capital assets, including infrastructure assets, are properly capitalized, reported, and, if applicable, depreciated.
27. We acknowledge the CPA compiled the basic financial statements and related notes based upon the fourth quarterly report and other source records prepared by employees of Pendleton County. The management of Pendleton County is responsible for reviewing and approving the draft financial statements, and is responsible for the information contained in them.

To the best of our knowledge and belief, no events, including instances of noncompliance, have occurred subsequent to the financial statement date and through the date of this letter that would require adjustment to or disclosure in the aforementioned financial statements or in the schedule of findings and questioned costs.

Signed: Henry W. Bertram Date: 5/14/13
Title: Pendleton County Judge/Executive

Signed: Vicky J. King Date: 5-14-2013
Title: Pendleton County Treasurer

CERTIFICATION OF COMPLIANCE
LOCAL GOVERNMENT ECONOMIC ASSISTANCE PROGRAM
PENDLETON COUNTY FISCAL COURT

For The Fiscal Year Ended June 30, 2012

The Pendleton County Fiscal Court hereby certifies that assistance received from the Local Government Economic Assistance Program was expended for the purpose intended as dictated by the applicable Kentucky Revised Statutes.

Henry W. Bertram
Henry W. Bertram
County Judge/Executive

Vicky J. King
Vicky J. King
County Treasurer

**Pendleton County
Fiscal Court Audit
Closing Entry and Audit Adjustment Form - FYE 6-30-12**

Instructions: This form can be used to record normal closing entries and adjusting entries found as a result of audit work. Indicate the type of adjustment and document discussions with the client on the bottom of the form. Summarize the financial statement effect of each passed audit adjustment on the "Audit Difference Evaluation Form" at 2-6-1.

| General Ledger | | | | | |
|-----------------|---|--------------------|----------|----------|--|
| Account | Account Description | W/P Reference | Increase | Decrease | Explanation of Adjustment |
| <1> 01-4909 | Transfers Out | A-12, Z-12 | | 26,592 | to reclassify "transfers" to the HRA Fund to expenditures. |
| <1> 01-9400-299 | Fringe Benefits-Other | | 26,592 | | |
| <1> 02-4909 | Transfers Out | | | 3,120 | |
| <1> 02-9400-299 | Fringe Benefits-Other | | 3,120 | | |
| <1> 75-4909 | Transfers Out | | | 8,793 | |
| <1> 75-9400-299 | Fringe Benefits-Other | | 8,793 | | |
| <1> | <1> These adjustments made to reclassify transfers the HRA Fund to payroll expenditures. | | | | |
| <2> 02-4799 | Other Revenues | A-12, Z-12, P-02.1 | | 146,667 | to reclassify state grant to appropriate code. |
| <2> 02-4810 | State Grants | | 146,667 | | |
| <2> | <2> State Grant for tornado clean-up. | | | | |
| <3> 02-8099-715 | Capital Projects-Land | A-12, Z-12, D-3 | | 12,200 | to reclassify payment on note to debt service account. |
| <3> 02-7700-602 | Debt Services-Principal on Note | | 12,200 | | |
| <3> | <3> Payment on note for county road barn purchased from state. | | | | |
| <4> 04-4799 | Other Revenues | A-12, Z-12, B-06.4 | | 475,361 | to reclassify proceeds from cashing CD to prior year surplus. |
| <4> 04-4801 | Prior Year Surplus | | 475,361 | | |
| <4> | <4> CD cashed during FY 2012 was booked as revenue, was already included as prior year surplus. | | | | |
| <5> 04-4801 | Interest | A-12, Z-12, D-06.4 | 504 | | to adjust interest included in the CFJ adjustment made previously <4>. |
| <5> | <5> CD cashed during FY 2012 was booked as revenue, the correction @ <4> included interest earned in FY 2012. | | | | |

Type of Adjustments - Closing Entry or Audit Adjustment
Disposition of Adjustment - Pass or Book

Approved By: Hart Sledd

Date: 3-28-13

Discussed with Client:
Name: Vicky J. King
Name: Henry W. Bertram

Date: May 14, 2013
Date: May 14, 2013

SOI - referenced working papers.

**PENDLETON COUNTY
FISCAL COURT AUDIT
EXIT CONFERENCE - FYE June 30, 2012**

Date: May 14, 2013

Auditors Present: Hart Sledd

Officials:

County Judge/Executive: Henry W. Bertram

County Treasurer: Vicky J. King

We appreciate the courtesy extended to our audit staff. During the course of our audit, we have developed the following comments and recommendations for your review. You are not required to respond to the comments and recommendations. If you do not return written responses to the auditors, the audit report will read, "The official did not respond." However, we recommend that you provide written responses. Please understand that your responses will be printed verbatim in the audit report. You have up to ten (10) working days to respond to the comments and recommendations. Please return any written responses to the auditors by May 28, 2013.

1. County Judge's Office Should Maintain Records Required By Department For Local Government

The Department for Local Government (DLG) has established minimum accounting requirements for County Judge/Executives. These accounting responsibilities are normally delegated to a person known as the finance officer or administrative assistant. Based on our evaluation of Pendleton County's current accounting structure, the County Judge Executive's office should establish the following procedures DLG requires:

- The County Judge's office should prepare the master claims list for presentation to fiscal court. This is currently being completed by the County Treasurer.
- Upon approval of fiscal court, the County Judge's office should prepare checks for the payment of claims. This is currently being done by the County Treasurer.
- The County Judge's office should maintain an appropriation ledger. The County Treasurer currently maintains the only appropriation ledger.
- The County Judge's office should reconcile the appropriation ledger with the Treasurer's appropriation ledgers. There is currently no reconciliation of appropriation ledgers due to the absence of a County Judge's appropriation ledger.

We recommend the County Judge/Executive maintain the accounting records required by DLG and establish the procedures indicated above. DLG's budget manual provides guidance for the duties of County Judge/Executives and County Treasurers and should be followed as closely as possible. <2-22 - exit conference only>

Response or Additional Information: *THE FISCAL COURT WILL WORK TOWARD FINDING REVENUE THAT WILL COMPENSATE AN EMPLOYEE TO COVER THE ISSUE CONCERNING THIS COMMENT*

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**PENDLETON COUNTY
FISCAL COURT AUDIT
EXIT CONFERENCE - FYE June 30, 2012
(continued)**

2. The County Should Maintain Adequate Pledges of Securities For All Deposits

On January 25, 2012 pledges of securities were not adequate to cover the county's deposits because the bank did not pledge sufficient securities in accordance with the collateral security agreement. On January 25, 2012 the county's deposits (bank account balances - all funds) were under-pledged by \$481,971. KRS 41.240 requires the bank to pledge adequate securities to cover the county's deposits at all times. We recommend the County Treasurer ensure that adequate pledges are maintained to cover deposits at all times. <B-8 - Notes to Financial Statement>

Response or Additional Information: *THE BANK CHANGED HANDS DURING THIS AUDIT PERIOD AND TRANSACTION WERE MIXED. THIS PROBLEM SHOULD BE RESOLVED GOING FORWARD.*

3. Subsequent Events

Does the County Judge/Executive or Treasurer have knowledge of any events occurring subsequent to fiscal year 2012 through the present day, which may have a material effect on or require disclosure in the financial statements? <7-01>

Response or Additional Information: *NO*

4. ADDITIONAL COMMENTS/QUESTIONS: *WE APPRECIATE THE EMPLOYEES OF THE AUDITOR'S OFFICE THAT WORK WITH THE COUNTY DURING THE 2011-2012 AUDIT*

**PENDLETON COUNTY
FISCAL COURT AUDIT
EXIT CONFERENCE - FYE June 30, 2012
(continued)**

It is vital to respond to comments and recommendations with due thought and consideration. When agreeing with the comment and recommendation made, outlining corrective steps, which have been or will be instituted demonstrates the intent on your part to remedy the problem with definitive action. By clearly delineating why purported comments are incorrect or why suggested solutions are inappropriate, you may head off potential problems, even going so far as convincing the auditor to exclude the comment from the final report when he or she is incorrect. In any event, the clearer you draft your response so that someone outside of local government, or even state government, can understand it the better case you will present for your argument.

If you would like a representative of the APA to attend a fiscal court meeting to discuss the FINAL RELEASED AUDIT REPORT, please contact the manager listed below. Comments listed as verbal only (subject to change once reviewed in Frankfort) will not be included in the FINAL AUDIT REPORT and therefore would not be discussed in the fiscal court meeting, so it is up to the CJ/E and Treasurer to make other members of fiscal court aware of these comments.

Note: If actions occur after this exit conference, that affect any audit findings, it is the responsibility of the official to provide that information to the Office of Auditor of Public Accounts. Please mail documentation to the following address:

Auditor of Public Accounts
209 St. Clair Street
Frankfort, Kentucky 40601
Attention: Beth Francis

If you have questions or concerns regarding this audit, please feel free to contact Beth Francis, Audit Manager at 1-502-564-5841

As County Judge/Executive, I acknowledge receiving a copy of the exit conference and the attachments as listed above.

County Judge/Executive: Ray W. Bute Date: 5/14/13
Treasurer: Henry W. King Date: 5/14/13
Auditor: [Signature] Date: 5-14-13
Auditor: _____ Date: _____

SOI: Referenced Workpapers

C-04

OFFICE OF
PENDLETON COUNTY ATTORNEY
218 WEST SHELBY STREET
FALMOUTH, KENTUCKY 41040

JEFFERY B. DEAN
COUNTY ATTORNEY

TEL: (859) 694-3180
FAX: (859) 694-3304

February 20, 2013

Auditor of Public Accounts
209 St. Clair Street
Frankfort, Kentucky 40601
Attn: Michael Greenwell

Re: Audit of Pendleton Fiscal Court
Refer to: Letter of December 3, 2012

Dear Sir or Madam:

In response to your requests of December 3, 2012 regarding your audit of the Pendleton County Fiscal Court, I hereby render my opinion to the following effect:

To my knowledge there is/are no pending or threatened litigation, unasserted claims, or assessments, or civil rights complaints, regarding the said Pendleton County Clerk, during the period from June 30, 2012 through the date of this letter.

In giving this opinion I am mindful of a purported professional responsibility to advise of any change in this status for purposes of your disclosure responsibilities and Statement of Financial Accounting Standards #5.

Sincerely yours,

[Signature]
Jeffery B. Dean
Pendleton County Attorney

JBD/fjc
cc: Henry W. Bertram, Judge Executive
Pendleton County Clerk

Purpose - to determine if there is litigation requiring disclosure.
Conclusion - Co. Atty response indicates no litigation requiring disclosure.
SOI - Co. Atty, Co. Judge, APA.

In Re: Award Salt Bid for 2013-14 Winter

Judge Bertram presented the salt bid for the winter of 2013-14 and explained that the county participated in KACO's online bidding process again this year for road salt. The contract for this year's salt will be with Cargill Deicing Technology at a cost of \$73.55 per ton delivered. Squire Fields made a motion to approve the bid, seconded by Squire Whaley, motion carried.

| LOT | COMPANY | BID | DATE/TIME STAMP |
|--------|-----------------------------|------------|-----------------|
| Lot ID | Bidder | Bid Amount | Bid Time |
| 12 | Cargill Deicing Technology | \$ 73.90 | 5/9/2013 14:41 |
| 12 | The Detroit Salt Co | \$ 74.10 | 5/9/2013 14:37 |
| 12 | North American Salt Company | \$ 74.13 | 5/9/2013 14:38 |
| 12 | Cargill Deicing Technology | \$ 74.45 | 5/9/2013 14:38 |
| 12 | The Detroit Salt Co | \$ 74.52 | 5/9/2013 14:38 |
| 12 | Central Salt, LLC | \$ 74.89 | 5/9/2013 14:35 |
| 12 | The Detroit Salt Co | \$ 75.04 | 5/9/2013 14:34 |
| 12 | North American Salt Company | \$ 75.52 | 5/9/2013 14:34 |
| 12 | The Detroit Salt Co | \$ 75.62 | 5/9/2013 14:27 |
| 12 | Cargill Deicing Technology | \$ 75.81 | 5/9/2013 14:27 |
| 12 | Central Salt, LLC | \$ 76.60 | 5/9/2013 14:27 |
| 12 | The Detroit Salt Co | \$ 76.81 | 5/9/2013 14:26 |
| 12 | North American Salt Company | \$ 77.00 | 5/9/2013 14:26 |
| 12 | The Detroit Salt Co | \$ 77.07 | 5/9/2013 14:23 |
| 12 | Cargill Deicing Technology | \$ 77.38 | 5/9/2013 14:22 |
| 12 | The Detroit Salt Co | \$ 77.48 | 5/9/2013 14:12 |
| 12 | Central Salt, LLC | \$ 77.60 | 5/9/2013 14:09 |
| 12 | North American Salt Company | \$ 77.69 | 5/9/2013 14:07 |
| 12 | MORTON SALT | \$ 78.69 | 5/9/2013 14:02 |

In Re: Approve Mowing Contract for Cedar Line Nature Preserve

Judge Bertram presented the court with a contract between The Pendleton County Fiscal Court and Barth Johnson for mowing and weed eating the open area of the Pendleton County Cedar Line Nature Preserve Property. Squire Veirs made a motion, seconded by Squire Fogle to approve the contract as presented, motion carried.

**CONTRACT
BETWEEN THE PENDLETON COUNTY FISCAL COURT AND
BARTH JOHNSON**

A CONTRACT BETWEEN THE PENDLETON COUNTY FISCAL COURT AND BARTH JOHNSON, 1081 MENZIE BOTTON ROAD, BUTLER, KENTUCKY 41006 TO MOW AND WEED EATING THE OPEN AREA OF THE PENDLETON COUNTY CEDAR LINE NATURE PRESERVE PROPERTY.

WHEREAS, the Pendleton County Fiscal Court owns and maintains the Nature Preserve at the corner of Hale Road and Flour Creek Road, and

WHEREAS, the purpose of the Nature Preserve is to provide recreation and an educational facility to the citizens of Pendleton County, and

WHEREAS, the Pendleton County Fiscal Court is in need of someone to provide mower and weed eating service to the cleared area of the Nature Preserve so as to allow for more comfortable use by Pendleton County Citizens, and

WHEREAS, the terms of this agreement shall be for the summer mowing season of calendar year 2013 and begin at the date of execution of this agreement, and may be terminated immediately upon written notice by either party.

NOW THEREFORE, based on the above-described need, the Pendleton County Fiscal Court agrees to enter into the following agreement with Barth Johnson.

Barth Johnson agrees to:

1. Mow and weed eat the cleared area of the Pendleton County Nature Preserve as needed with each mowing and weed eating being on an approximate three weeks basis not to be any sooner than a two week basis and shall be mowed and weed eat only when needed.
2. Inform the local magistrate (Gary Veirs) of each time he intends to mow and weed eat.
3. Provide his own equipment and hold the county harmless in every way should he cause damage to his equipment or injury or damage to himself or any other party while providing mowing and weed eating service.

Pendleton County Fiscal Court Agrees to:

1. Compensate Mr. Johnson the amount of \$125.00 for the first mowing and \$85.00 each mowing thereafter.

Henry W. Bertram
Pendleton County Judge/Executive

Date: _____

Barth Johnson

Date: _____

Attest

Attest

In Re: Upcoming Drug Summit Update

Judge Bertram updated the court on the upcoming drug summit. It will be held in the Pendleton County High School Auditorium at 6:30 PM on Thursday July 18, 2013. The Judge stressed the importance of this summit and ask that all Fiscal Court members attend. This was informational only, no action taken.

In Re: Final Grant Application for School Resource Officer Grant

Judge Bertram presented a final copy of the application for a School Resource Officer Grant for the Sheriff's department. Squire Fields made a motion to approve this application, seconded by Squire Fogle, motion carried.

In Re: Transfers

Judge Bertram presented and reviewed the budget account transfers, whereby Squire Whaley made a motion, seconded by Squire Veirs to approve the transfers as presented, motion carried.

**PENDLETON COUNTY FISCAL COURT
TUESDAY MAY 28, 2013
7:00 PM**

COURT ORDERED TRANSFERS

General Fund

Transfer from (01-9200-999) Reserve for Transfers to the following accounts:

| | | |
|-------------|--------------------------------------|-------------|
| 01-5080-177 | Courthouse Maintenance & Grounds | \$ 100.00 |
| 01-5085-441 | Co. Properties Machinery & Equipment | \$ 3,600.00 |
| 01-5205-574 | Animal Control Training | \$ 1,000.00 |
| 01-5210-455 | SW Petroleum Products | \$ 100.00 |
| 01-9400-205 | Employee Health Insurance | \$10,100.00 |

Road Fund

Transfer from (02-6105-447) Road Materials to the following accounts:

| | | |
|-------------|-----------------------|-------------|
| 02-6105-143 | Road Workers Salaries | \$16,000.00 |
| 02-9400-205 | Road Retirement Match | \$ 7,000.00 |

Jail Fund

Transfer from (03-9200-999) Reserve for Transfers to the following accounts:

| | | |
|-------------|---------------------------|------------|
| 03-5101-123 | Jail Personnel | \$5,200.00 |
| 03-9400-202 | Jail Retirement Match | \$ 50.00 |
| 03-9400-205 | Employee Health Insurance | \$1,350.00 |

LGEA Fund

Transfer from (04-9200-999) Reserve for Transfers to the following accounts:

| | | |
|-------------|---------------------------|-------------|
| 04-5135-578 | EOC Utilities | \$ 2,000.00 |
| 04-5135-705 | Data Processing Equipment | \$ 350.00 |

911 Fund

Transfer from (75-5145-399) Miscellaneous Contractual Service to the following accounts:

| | | |
|-------------|---------------|----------|
| 75-5145-573 | 911 Telephone | \$ 50.00 |
|-------------|---------------|----------|

Henry W. Bertram

Vicky J. King

In Re: Payment of Claims

Judge Bertram presented and reviewed the payment of claims, whereby Squire Whaley made a motion to approve the claims as presented, seconded by Squire Fogle, motion carried.

**Pendleton County Fiscal Court
Voucher Claims Register**

General Fund
From: 05/28/2013 To: 05/28/2013

| Batch | Account No. | Account Name | Invoice | P.O. No. | Claim Description | Amount |
|---------------------|--------------|--|---------|----------|---|-------------------------|
| Voucher No. 11-5140 | | Vendor SCHLUETER JENNY SCHLUETER | | | | |
| 11-0128 | 01-5047-589- | TAX ADMINISTRATOR REGIS,CONF&TRAINING | | 907184 | KOLA CONFERENCE 112 MILES @ .47 | Voucher Date 05/28/2013 |
| | | Printed On Check 018098 | | | | Voucher Totals 52.84 |
| Voucher No. 11-5141 | | Vendor INDUSTRIAL PENDLETON CO INDUSTRIAL AUTHORITY | | | | Voucher Date 05/28/2013 |
| 11-0128 | 01-5075-578- | ECONOMIC DEVELOPMENT UTILITIES | | 907205 | 41.25 % COMMUNITY DEVELOPMENT EXPENSES | 122.30 |
| | | Printed On Check 018097 | | | | Voucher Totals 122.30 |
| Voucher No. 11-5142 | | Vendor TAYLOR TAYLOR HOME IMPROVEMENT, INC. | | | | Voucher Date 05/28/2013 |
| 11-0128 | 01-5080-571- | COURTHOUSE RENEWALS & REPAIRS | | 907200 | REPAIR COURTHOUSE ROOF | 125.00 |
| | | Printed On Check 018098 | | | | Voucher Totals 125.00 |
| Voucher No. 11-5143 | | Vendor SCIOTO SCIOTO, L.L.C. | | | | Voucher Date 05/28/2013 |
| 11-0128 | 01-5081-329- | JUDICIAL CENTER CUSTODIAL PERSONNEL | | 907210 | INVOICE 052849, MAY CLEANING-JUDICIAL CTR | 2,635.30 |
| | | Printed On Check 018099 | | | | Voucher Totals 2,635.30 |
| Voucher No. 11-5144 | | Vendor JONGOSNEY JON GOSNEY - ELECTRICAL SERVICES | | | | Voucher Date 05/28/2013 |
| 11-0128 | 01-5086-441- | CO. PROPERTIES - MACHINERY&EQUIPMENT | | 907181 | 1ST REQUEST-MAINTENANCE BUILDING GENERATOR PROJ | 4,500.00 |
| | | Printed On Check 018100 | | | | Voucher Totals 4,500.00 |
| Voucher No. 11-5145 | | Vendor NORTHERN NORTHERN PENDLETON FIRE DISTRICT | | | | Voucher Date 05/28/2013 |
| 11-0128 | 01-5130-507- | AMBULANCE CONTRIBUTIONS | | 907170 | SB 66 GRANT FUNDS | 3,175.78 |
| | | Printed On Check 018101 | | | | Voucher Totals 3,175.78 |
| Voucher No. 11-5146 | | Vendor AMBULTAX PENDLETON CO AMBULANCE TAXING DISTRICT | | | | Voucher Date 05/28/2013 |
| 11-0128 | 01-5130-507- | AMBULANCE CONTRIBUTIONS | | 907169 | SB 66-GRANT FUNDS | 7,938.50 |
| | | Printed On Check 018102 | | | | Voucher Totals 7,938.50 |
| Voucher No. 11-5147 | | Vendor SUE M LAKE SUE M LAKE | | | | Voucher Date 05/28/2013 |
| 11-0128 | 01-9100-332- | LEGAL FEES | | 907168 | PUBLIC ADVOCARY FOR K. SMITH | 240.00 |
| | | Printed On Check 018103 | | | | Voucher Totals 240.00 |
| Voucher No. 11-5148 | | Vendor NACA NATIONAL ANIMAL CONTROL ASSOCIATION | | | | Voucher Date 05/28/2013 |
| 11-0128 | 01-5205-574- | ANIMAL CONTROL TRAINING | | 907173 | NACA TRAINING LEVEL 4, JUNE 24-26, 2013 | 525.00 |
| | | Printed On Check 018104 | | | | Voucher Totals 525.00 |
| Voucher No. 11-5149 | | Vendor HOLIDAYQPER HOLIDAY INN OPRYLAND/AIRPORT | | | | Voucher Date 05/28/2013 |
| 11-0128 | 01-5205-574- | ANIMAL CONTROL TRAINING | | 907174 | LODGING FOR NACA TRAINING | 534.00 |
| | | Printed On Check 018105 | | | | Voucher Totals 534.00 |
| Voucher No. 11-5150 | | Vendor RUMPKKE RUMPKKE OF KENTUCKY INC. | | | | Voucher Date 05/28/2013 |
| 11-0128 | 01-5210-548- | TIRE AMNESTY | | 907102 | WASTE TIRE DISPOSAL | 308.00 |
| | | Printed On Check 018106 | | | | Voucher Totals 308.00 |
| Voucher No. 11-5151 | | Vendor GRW ENG GRW ENGINEERS, INC | | | | Voucher Date 05/28/2013 |
| 11-0128 | 01-5227-548- | SEWER & WATER - SPECIAL PROJECTS | | 907179 | PROFESSIONAL SERVICES MARCH 31-APRIL 27, 2013 | 2,173.90 |
| | | Printed On Check 018107 | | | | Voucher Totals 2,173.90 |

**Pendleton County Fiscal Court
Voucher Claims Register**

General Fund
From: 05/28/2013 To: 05/28/2013

| Batch | Account No. | Account Name | Invoice | P.O. No. | Claim Description | Voucher Date | Amount |
|-------------------------------|--------------|-------------------------------|--------------|----------|-------------------------------------|--------------|-----------|
| Voucher No. | 11-5152 | Vendor | NOPAMILY | | NORTH FAMILY RESOURCE CENTER | 05/28/2013 | |
| 11-0128 | 01-5430-345- | OTHER SOCIAL SERVICE PROGRAMS | | 907167 | "READY FIST" 2013 | | 100.00 |
| | | Printed On Check | 018108 | | | | 100.00 |
| Voucher No. | 11-5153 | Vendor | BOARD OF EDU | | PENDELTON COUNTY BOARD OF EDUCATION | 05/28/2013 | |
| 11-0128 | 01-5405-107- | RECREATION - SUPER / DIRECTOR | | 807212 | MAY RECREATION CONTRIBUTION | | 2,512.88 |
| | | Printed On Check | 018109 | | | | 2,512.88 |
| Voucher Totals | | | | | | | 2,612.88 |
| 14 Vouchers Printed Totalling | | | | | | | 24,541.90 |

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**Pendleton County Fiscal Court
Voucher Claims Register**

Road Fund
From: 05/28/2013 To: 05/28/2013

| Batch | Account No. | Account Name | Invoice | P.O. No. | Claim Description | Voucher Date | Amount |
|----------------|--------------|------------------------|---------------|----------|--|--------------|----------|
| Voucher No. | 11-5154 | Vendor | HILLTOP | | HILLTOP STONE LLC | 05/28/2013 | |
| 11-0228 | 02-6105-409- | CRUSHED STONE & GRAVEL | 875498 | 906841 | 9.60 #2 LIMESTONE, 30.87 304 LIMESTONE-EXTENSION O | | 350.03 |
| 11-0228 | 02-6105-409- | CRUSHED STONE & GRAVEL | 875426 | 906826 | CHANNEL LINE WAGNERS FERRY, LIMESTON STRAIGHTSHC | | 334.26 |
| 11-0228 | 02-6105-409- | CRUSHED STONE & GRAVEL | 875487 | 906839 | 11.54 TON 304 LIMESTONE (BISHOP RIDGE) | | 98.54 |
| | | Printed On Check | 007925 | | | | 781.25 |
| Voucher No. | 11-5155 | Vendor | EATON ASPH | | EATON ASPHALT | 05/28/2013 | |
| 11-0228 | 02-6105-447- | ROAD MATERIALS | 30643348 RI | 906838 | 11.28 TON COLD MIX (STOCK) | | 1,267.20 |
| | | Printed On Check | 007926 | | | | 1,267.20 |
| Voucher No. | 11-5156 | Vendor | ENGLISHFO | | RON ENGLISH / ENGLISH FOUNDATIONS | 05/28/2013 | |
| 11-0228 | 02-6105-447- | ROAD MATERIALS | | 907211 | WORK ON WAGNERS FERRY BRIDGE | | 2,600.00 |
| | | Printed On Check | 007927 | | | | 2,600.00 |
| Voucher No. | 11-5157 | Vendor | CAMPSPRING | | CAMP SPRING FIELD SERVICE | 05/28/2013 | |
| 11-0228 | 02-6105-447- | ROAD MATERIALS | 3091 - 3096 | 807165 | INVOICE 3091 & 3098-WORK ON BULLET | | 1,321.60 |
| | | Printed On Check | 007928 | | | | 1,321.60 |
| Voucher No. | 11-5158 | Vendor | ECONOMY | | ECONOMY GLASS SERVICE, INC. | 05/28/2013 | |
| 11-0228 | 02-6105-447- | ROAD MATERIALS | WO 00171589 | 907183 | PLYCARBONATE FOR FORD MOWING TRACTOR | | 329.25 |
| | | Printed On Check | 007929 | | | | 329.25 |
| Voucher No. | 11-5159 | Vendor | FAB-NWELD | | FAB-N-WELD | 05/28/2013 | |
| 11-0228 | 02-6105-447- | ROAD MATERIALS | | 907180 | 1 TON REBAR (STOCK) | | 850.00 |
| | | Printed On Check | 007930 | | | | 850.00 |
| Voucher No. | 11-5160 | Vendor | NORTON | | TIM NORTON AUTO SERVICE L.L.C. | 05/28/2013 | |
| 11-0228 | 02-6105-447- | ROAD MATERIALS | | 906801 | 4 235-90-16 TRAILOR TIRES FOR DRAG | | 460.00 |
| | | Printed On Check | 007931 | | | | 460.00 |
| Voucher No. | 11-5161 | Vendor | RIVER TRAC | | RIVERSIDE TRACTOR & EQUIPMENT LLC | 05/28/2013 | |
| 11-0228 | 02-6105-447- | ROAD MATERIALS | 152588,152589 | 906830 | 1 SWITCH & FREIGHT 4630 FORD TRACTOR | | 65.10 |
| | | Printed On Check | 007932 | | | | 65.10 |
| Voucher No. | 11-5162 | Vendor | GEORGEHUST | | GEORGE J. HUST CO. | 05/28/2013 | |
| 11-0228 | 02-6105-447- | ROAD MATERIALS | 65623 | 906834 | T ANGLE BRACKET, LED DOUBLE SWITCH-1 TON DUMP TK | | 39.56 |
| | | Printed On Check | 007933 | | | | 39.56 |
| Voucher No. | 11-5163 | Vendor | FARMTIRESE | | FARM TIRE SERVICE LLC | 05/28/2013 | |
| 11-0228 | 02-6105-447- | ROAD MATERIALS | | 906837 | TIRE TUBE, MOUNT, FOR SNAPPER LAWN MOWER | | 14.50 |
| | | Printed On Check | 007934 | | | | 14.50 |
| Voucher No. | 11-5164 | Vendor | JANELLCOINC | | JANELL INC. | 05/28/2013 | |
| 11-0228 | 02-6105-447- | ROAD MATERIALS | 791012 | 906822 | PAINT | | 15.55 |
| | | Printed On Check | 007935 | | | | 15.55 |
| Voucher Totals | | | | | | | 15.55 |

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**Pendleton County Fiscal Court
Voucher Claims Register**

Road Fund
From: 05/28/2013 To: 05/28/2013

| Batch | Account No. | Account Name | Invoice | P.O. No. | Claim Description | Voucher Date | Amount |
|-------------------------------|--------------|------------------|------------|----------|--|--------------|-----------|
| Voucher No. | 11-5155 | Vendor | KOIPRECAST | | K. O. I. PRECAST CONCRETE | 05/28/2013 | |
| 11-0228 | 02-6105-447- | ROAD MATERIALS | 103787 | 906805 | 2 - 2X2X2 KNOCKOUT & 2 - 2X2 STRAIGHT GRATE | | 582.00 |
| | | Printed On Check | 007936 | | | | 582.00 |
| Voucher No. | 11-5156 | Vendor | REIS | | REIS CONCRETE PRODUCTS INC. | 05/28/2013 | |
| 11-0228 | 02-6105-447- | ROAD MATERIALS | 180675 | 906818 | FLOWABLE FILL FOR CULVERT - GIBSON CK | | 210.00 |
| 11-0228 | 02-6105-447- | ROAD MATERIALS | 14572 | 906820 | FLOWABLE FILL - OAK HILL ROAD, STRAIGHT SHOOT RD | | 642.00 |
| 11-0228 | 02-6105-447- | ROAD MATERIALS | 180691 | 906825 | STRUCTURAL FILL - STRAIGHTSHOOT ROAD CULVERT | | 265.00 |
| 11-0228 | 02-6105-447- | ROAD MATERIALS | 180700 | 906827 | 220 FT 15" CULVERT PIPE & 5 15' BANDS, (STOCK) | | 2,529.45 |
| 11-0228 | 02-6105-447- | ROAD MATERIALS | 14577 | 906829 | STRUCTURAL FILL - MT CARMEL ROAD | | 269.00 |
| 11-0228 | 02-6105-447- | ROAD MATERIALS | 14580 | 906831 | STRUCTURAL FILL-MT CARMEL | | 281.00 |
| | | Printed On Check | 007937 | | | | 4,216.45 |
| Voucher Totals | | | | | | | 4,216.45 |
| 13 Vouchers Printed Totalling | | | | | | | 12,472.86 |

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Pendleton County Fiscal Court

Voucher Claims Register

Jail Fund

From: 05/28/2013 To: 05/28/2013

| Batch | Account No. | Account Name | Invoice | P.O. No. | Claim Description | Voucher Date | Amount |
|-------------------------------------|--------------|---------------------------------|------------|--------------------------------------|--|--------------|---------------|
| Voucher No. | 11-5167 | Vendor | CAMP DETEN | CAMPBELL COUNTY DETENTION CENTER | | 05/28/2013 | |
| 11-0328 | 03-5101-514- | CONTRACT WITH OTHER COUNTIES | 905840 | | INMATE HOUSING PAY OR STAY, BORN, ODER | | 385.00 |
| | | Printed On Check 005938 | | | | | 385.00 |
| Voucher No. | 11-5168 | Vendor | MIDWESTAUT | GLENN STEINKAMP - MIDWEST AUTOMOTIVE | | 05/28/2013 | |
| 11-0328 | 03-5101-592- | MAINTENANCE & REPAIR - VEHICLES | 905638 | | VAN OIL CHANGE, MOUNT & BALLANCE TIRES | | 70.51 |
| | | Printed On Check 005938 | | | | | 70.51 |
| 2 Vouchers Printed Totalling | | | | | | | 455.51 |

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Pendleton County Fiscal Court

Voucher Claims Register

L.G.E.A. Fund

From: 05/28/2013 To: 05/28/2013

| Batch | Account No. | Account Name | Invoice | P.O. No. | Claim Description | Voucher Date | Amount |
|-------------------------------------|--------------|---------------------------|--------------|-----------------|---|--------------|---------------|
| Voucher No. | 11-5169 | Vendor | TIGERDIREC | TIGERDIRECT | | 05/28/2013 | |
| 11-0428 | 04-5135-705- | DATA PROCESSING EQUIPMENT | J3252637C1D1 | 907136 | 2 LENOVO THINKCENTRE M55 COMPUTERS DISPATCH | | 277.33 |
| | | Printed On Check 002931 | | | | | 277.33 |
| Voucher No. | 11-5170 | Vendor | WINOTEKLIM | WINOTEK LIMITED | | 05/28/2013 | |
| 11-0428 | 04-5135-705- | DATA PROCESSING EQUIPMENT | 8H404022 | 905637 | MICE-USB EXTENSION CABLES | | 70.08 |
| | | Printed On Check 002332 | | | | | 70.08 |
| 2 Vouchers Printed Totalling | | | | | | | 347.41 |

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Pendleton County Fiscal Court

Voucher Claims Register

Education Fund

From: 05/28/2013 To: 05/28/2013

| Batch | Account No. | Account Name | Invoice | P.O. No. | Claim Description | Voucher Date | Amount |
|-------------------------------------|--------------|---------------------------------|---------|-------------------------|-----------------------------|--------------|--------------|
| Voucher No. | 11-5171 | Vendor | RUMPKE | RUMPKE OF KENTUCKY INC. | | 05/28/2013 | |
| 11-9128 | 91-5210-468- | RECYCLING AND LANDFILL SUPPLIES | 774715 | 907198 | ADMINISTRATIVE & STATE FEES | | 45.76 |
| | | Printed On Check 001955 | | | | | 45.76 |
| 1 Vouchers Printed Totalling | | | | | | | 45.76 |

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In Re: Closing Remarks

Judge Bertram stated that the KCJEA and KMCA summer conference would be held in Louisville July 17-20 and ask that if the court members were planning to attend to please let Vicky King know so that she could get them registered. Squire Veirs stated that he would take care of the room reservations

In Re: Adjournment

A motion was made by Squire Fields, seconded by Squire Whaley that this meeting be adjourned to meet again in regular session on June 11, 2013, subject to any called meetings, motion carried.

ATTEST:

Pendleton County Judge/Executive

Pendleton County Fiscal Court Clerk