

**PENDLETON COUNTY FISCAL COURT
SPECIAL CALL MEETING
November Term, November 19TH, 2012**

COURT MET PURSANT TO ADJOURNMENT
With
HONORABLE HENRY BERTRAM, COUNTY JUDGE/EXECUTIVE
Presiding

MEMBERS PRESENT: Bobby Fogle, David Fields, Gary Veirs, Alan Whaley,
Judge Bertram

MEMBERS ABSENT: None

COUNTY ATTORNEY: Jeff Dean, Absent

In Re: Agenda

Squire Veirs made a motion to approve the agenda, second by Squire Fields.
Motion carried

In Re: Approve Sheriff's Budget for 2013

The Pendleton County Fiscal Court met to discuss the Sheriff's Budget for 2013.
After some suggested changes by members of the court, Squire Fogle made a motion to
approve the budget with the amendments, second by Squire Fields. Motion carried.

LF 1142.001 Rev. 11/09

Form For Budget, Cumulative Quarterly Report and Annual Settlement For Calendar Year 2012

Pendleton County Sheriff

Part One-- Summary and Reconciliation of All Accounts

Show & Describe All Accounts	Column 1	Column 2	Column 3	Column 4	Column 5
	2012 Fee Account Budget Estimate	2012 Fee Account Cumulative Actual	Account (NOT FEE ACCOUNT)	Account (NOT FEE ACCOUNT)	Account (NOT FEE ACCOUNT)
1. Beginning Balance Plus Receipts YTD	\$787,083.00				
2. Total Disbursements YTD	\$787,188.00				
3. Book Balance/Excess Fees	\$29,900.00				
4. Bank Statement Balance					
5. Plus Deposits in Transit					
6. Less Outstanding Checks					
7. Other					
8. Reconciled Bank Balance					
9. Accounts Receivable as of 12/31					
10. Unpaid Obligations as of 12/31					
11. Expense Fees					

Instructions: This form is the required format for the budget and the quarterly report. BUDGET: After completing the budget estimate columns of Parts One, Two and Three, submit to the fiscal court for approval by January 13th and following approval submit to the state local finance officer. QUARTERLY REPORT: The quarterly report is cumulative. Show the status of all funds in the official's charge during calendar year to date in Part One. Line 1. Show total receipts on a cash basis for the year to date including any beginning balance for all accounts. Show current year fee accounts in COLUMN 2 as calculated in Part Three of report. Line 2. Show total disbursements on a cash basis for the year to date for all accounts. Show current year fee accounts in COLUMN 2 as calculated in Part Three of report. Line 3. Show difference between lines 1 and 2 for all accounts. Line 4. Show bank statement balance(s) at close of quarter. Line 5. Show total deposits made prior to close of quarter that are not reflected in bank statements(s). Line 6. Show total amount of checks issued prior to close of quarter that are not reflected in bank statements(s). Line 7. Show investments. Line 8. Show line 4 adjusted for lines 5, 6, and 7. Line 8 should equal line 3 for all accounts. Line 9. Complete for quarter ending 12/31. Show calculation in Part Two of report. Line 10. Complete for quarter ending 12/31. Show calculation in Part Three of report. Line 11. Complete for quarter ending 12/31. Show line 9 adjusted for lines 9 and 10. All debt to be shown in Part Four. Report due to: State Local Finance Officer, 1024 Capital Center Drive, Suite 900, Randolph, NY 46031-8004 by the 30th day following the close of each quarter. Fax # 802-873-5712 / Tel # 802-873-5710.

Approved by the fiscal court on the 8 day of November, 2011.

Henry G. Veirs
County Judge/Executive Date 11-8-11
Acting Judge-EX.

To the best of my knowledge the information reported herein for the budget quarter ended _____ is accurate and complete.
Charles W. Lee
Signature of County Sheriff Date

Part Two Receipts	Budget Estimate	1/1 thru 8/81	4/1 thru 6/80	7/1 thru 9/80	10/1 thru 12/81	Total YTD	
1. School Resource Officer	28,000.00						
2. State Grants	2,500.00						
3. State - KLEFP	20,650.00						
4. State Fees for Services (courtime)	\$85,833.00						
5. Miscellaneous	\$8,000.00						
6. Transport Deputies	\$64,600.00						
7. Circuit Clerk							
8. Sheriff Security Services	\$10,000.00						
9. Courthouse General Fund	\$8,000.00						
10.							
11. Fiscal Court (includes Martin Court)							
12. County Clerk (including Taxes @ 10% add on)	\$35,500.00						
13. Commissions on Taxes Collected	\$280,000.00						
14. Fees Collected for Services							
15. Auto Inspections	\$3,500.00						
16. Accident/Police Reports	\$500.00						
17. Serving Papers	\$37,000.00						
18. CCDW	\$4,000.00						
19.							
20. Gas fr. Prisoner Transport	\$8,500.00						
21. Interest Earned	\$500.00						
22. Total Revenue	\$597,083.00						
23.							
24.							
25. State Advancement	\$190,000.00						
26.							
27. Total Receipts (total lines 22 through 26)	\$787,083.00						

Copy the figures shown on line 27 in the Budget Estimate column to the Summary on page 1, column 1, line 1. Copy the figures shown on line 27 in the Total YTD column to page 1, column 2, line 1. Copy the figures shown on line 27 to page 1, line 4.

Part Three Disbursements	Budget Estimate	1/1 thru 8/81	4/1 thru 6/80	7/1 thru 9/80	10/1 thru 12/81	Total YTD	Unpaid Obligations 12/81	Settlement Total
1. Personal Services								
2. Sheriff's Grant Salary	77,280.00							
3. Deputies' Gross Salaries	\$3,000.00							
4. Part Time Gross Salaries	\$21,000.00							
5. Secretary Salaries	\$24,500.00							
6. Overhead Costs	\$15,000.00							
7. Transport Salaries	\$62,600.00							
8. Employee Benefits								
9. Employers State Social Security								
10. Phone Allowance	\$6,700.00							
11. KLEFP	\$20,650.00							
12. School Insurance Officer	\$34,700.00							
13. Training Fringe Benefits (HRR10)	\$3,700.00							
14. Contracted Services								
15. Advertising	\$250.00							
16. Vehicle maintenance and supplies	\$12,000.00							
17.								
18. Supplies and Materials (except those with fixed charges)								
19. Office Materials and supplies	\$2,800.00							
20. Uniforms	\$7,500.00							
21. Gasoline	\$35,500.00							
22. Mobile Phones	\$5,000.00							
23. Courthouse General Fund	\$8,000.00							
24. Ammunition	\$3,200.00							
25. Other Charges (except interest, contract, postage)								
26. Conventions/Training	\$9,000.00							
27. Fees	\$800.00							
28. Postage	\$800.00							
29. Office Phones	\$2,700.00							
30. Miscellaneous	\$8,500.00							
31. CCDW Fees	\$4,000.00							
32.								
33. Computer/Copies	\$7,000.00							

Part Three Disbursements	Budget Estimate	1/1 thru 8/31	4/1 thru 6/30	7/1 thru 9/30	10/1 thru 12/31	Total YTD	Unpaid Obligations 12/31
34.							
35.							
36. Radio	\$1,000.00						
37. Range Instructor	\$1,500.00						
38. Bailiff Salary	\$85,833.00						
39.							
40. Debt Service (Repayment money, interest, lease/financing)							
41. State Advancement	\$190,000.00						
42. Bank Loan, January Salary							
43. Interest							
44. Repayment of Vehicle Loan							
45. Capital Outlay (straight purchase or of tangible items having in nature)							
46. Office Equipment	\$1,200.00						
47. Vehicles	\$30,000.00						
48. Accreditation							
49. Subtotal from Page 1	\$447,650.00						
50. Total	\$757,183.00						
For offices that fee fees to county prior to December 31, or monies over 10,000 in application, show payments on appropriate line below.							
51. Payments to County Treasurer							
52. Payments to State Treasurer							
53. Total Disbursements (cross lines 50, 51, and 52)							

Copy the figures shown on line 53 in the Budget Estimate column to the Summary on page 1, column 1, line 2. Copy the figures shown on line 50 in the Total YTD column to page 1, column 2, line 2. Copy the figures shown on line 53 in the



PENDLETON COUNTY SHERIFF'S OFFICE
 202 CHAPEL STREET • FALMOUTH, KENTUCKY 41040
 Office (859) 654-4511 Fax (859) 654-5974
 Dispatch Center (859) 654-3300
 www.sheriff.pendletoncounty.ky.gov



Charles Wm. "Craig" Peoples, *Sheriff* Billy Todd Dennie, *Chief Deputy*

Finance and Administration Cabinet
 Division of Local Government Services
 County Fees Systems Branch

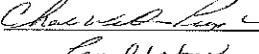
Attention: Office of Controller

Dear Sir:

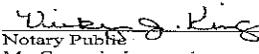
I Charles William Peoples, Sheriff of Pendleton County, Kentucky hereby make an application for an advancement of funds to defray the expenses of my office of 2012. This is in request of KRS 64.140(1) and 200 KAR 42.0201(3).

The fees received by the Sheriff's office are insufficient to provide the necessary funds for the operation of the office. That as sheriff, I desire to receive advancements from the State Treasury for the purpose of defraying office expenses.

As sheriff, I agree to comply with the statutes and regulations of the Finance Cabinet relating to sheriff's advancement in the event that I am granted and advance of monies for the operation of my office. The following documents filed with this application are true and correct statements of fact.

Sincerely,
 Sheriff
 Pendleton County

Subscribed and sworn to before me by Charles W. Peoples Sheriff of Pendleton County, this the 8th day of November, 2011.


 Notary Public
 My Commission expires: 2-2015
 State at Large

Charles William Peoples SHERIFF
 PENDLETON COUNTY, KY
 STATEMENT OF AMOUNT TO BE ADVANCED EACH MONTH
 IN 2012

MONTH	ESTIMATED EXPENSES	ESTIMATED RECEIPTS	ESTIMATED ADVANCEMENT
JANUARY	51562.09	65590.00	22000.00
FEBRUARY	51562.09	43,000.00	14,000.00
MARCH	51562.09	58,000.00	22000.00
APRIL	51562.09	60,083.00	22000.00
MAY	51562.09	40,410.00	22000.00
JUNE	51562.09	56,000.00	22000.00
JULY	51562.09	56,000.00	22000.00
AUGUST	51562.09	56,000.00	22000.00
SEPTEMBER	51562.09	56,000.00	22000.00
OCTOBER	51562.09	56,000.00	0.00
NOVEMBER	190,000.00	200,000.00	0.00
DECEMBER	51562.09	40,000.00	0.000
TOTALS	757,183.00	787,083.00	190,000.00

I hereby certify, to the best of my knowledge, the above is a true estimate of the amount needed to be advanced each month for the operation of the sheriff's office of Pendleton County.

Charles W. Peoples SHERIFF

APPROVAL MUST BE MADE BY FISCAL COURT.

APPROVED THIS 8th DAY OF November, COUNTY, 2011.

Darryl S. Vais
 COUNTY JUDGE/EXECUTIVE
 Acting Judge - EX.

ANNUAL ORDER SETTING MAXIMUM AMOUNT
 FOR DEPUTIES AND ASSISTANTS

Pursuant to KRS 64.530(3), "...The fiscal court shall fix annually the maximum amount, including fringe benefits, which the officer may expend for deputies and assistants...". The fiscal court of Pendleton County in compliance with state law hereby sets the maximum amount which the Sheriff of Pendleton County may expend from fees during calendar year 2012 at \$ 350,983.00 for deputies, assistants and other employees. The maximum amount as set includes all amounts paid from fees for:

- Full time salaries and wages
- Overtime wages
- Part time salaries and wages
- Vacation and Sick leave
- Health Insurance
- Insurance other than health
- Employer match SS/Retirement
- Other: KLEPE/Jail Fund
- Other: School Resource Officer

Motion made by Squire Whaley, seconded by Squire Dogbe

Vote unanimous

Signed Darryl S. Vais Fiscal Court Clerk Henry J. King
 Date 11-8-2011 Acting Judge - EX.

PENDLETON COUNTY SHERIFF
 FALMOUTH PENDLETON COUNTY, KY

BUDGET FOR 2012

ESTIMATED RECEIPTS: \$ 787,083.00
 ESTIMATED EXPENSES: \$ 757,183.00

	AVERAGE PER MONTH	YEAR
SALARIES: SHERIFF	5,437.50	77,250.00
DEPUTIES	16,733.33	200,800.00
CLERK	2,041.67	24,500.00
OFFICE SUPPLIES	233.33	2,800.00
POSTAGE	66.67	800.00
FUEL	2,791.67	33,500.00
COURT SECURITY	7,152.75	85,833.00
PHONE ALLOWANCE	225.00	2,700.00
AUTO EXPENSE	1,000.00	12,000.00
OFFICE PHONE	225.00	2,700.00
MOBILE PHONE	416.67	5,000.00
UNIFORM EXPENSE	625.00	7,500.00
OVERTIME EXPENSE	1,250.00	15,000.00
KLEPP	1,720.83	20,650.00
TOTAL ESTIMATED EXPENSES	\$ 40,919.42	\$ 490,233.00

I hereby certify, to the best of my knowledge, the above budget represents a true and correct budget of expenses which my office will incur during the calendar year 2012.

Charles William Peoples
 SHERIFF

APPROVAL BY THE FISCAL COURT OF Pendleton COUNTY.
 APPROVED THIS THE 8th DAY OF November 2011.

Mary E. Vais
 COUNTY JUDGE/EXECUTIVE
 Acting Judge-Ex.

COMMONWEALTH OF KENTUCKY
 COUNTY, Pendleton)

Charles William "Craig" Peoples Being duly sworn says that he is Sheriff of
 Pendleton County, Kentucky.

That as Sheriff he has furnished a bond as follows:

Qualifying Performance Bond (OFFICIAL) from January 1, 2012 to December 31, 2012.
 In the amount of \$ 50,000 .

That the surety on said bond is Ohio Casualty Ins. Co., a corporation duly authorized to
 do a surety business in the Commonwealth of Kentucky.

That the premium of the Qualifying Performance Bond is \$ 203.00

And premium has been paid per attached receipt from insurance agency.

Charles William Peoples SHERIFF

Subscribed to and sworn before me this, the 8th day of November, 2011.

NOTARY PUBLIC *Wesley J. King*
 My commission expires 2-2015

FINANCE AND ADMINISTRATION CABINET
DIVISION OF LOCAL GOVERNMENT SERVICES
COUNTY FEE SYSTEMS BRANCH
PO BOX 639
FRANKFORT, KENTUCKY 40602

I hereby certify the total "estimated" receipts from all sources (including tax commissions) of the
Fee Account from the office of Pendleton County
Sheriff for the calendar year 2011 as of November 7, 2011 is \$ 642,136.21.

Charles W. Peoples SHERIFF

Subscribed and sworn to before me by Charles W. Peoples Sheriff
of Pendleton County, Kentucky this day of 8th
November, 2011.

Winty J. King NOTARY PUBLIC
COMMISSION EXPIRES: 2-2015



PENDLETON COUNTY SHERIFF'S
OFFICE

202 CHAPEL STREET • FALMOUTH, KENTUCKY 41040
Office (859) 654-4511 Fax (859) 654-5974
Dispatch Center (859) 654-3300
www.sheriff.pendletoncounty.ky.gov



Charles Wm. "Craig" Peoples, *Sheriff* Billy Todd Dennie, *Chief Deputy*

Finance and Administration Cabinet
Division of Local Government Services
County Fees Systems Branch

November 20, 2012

Attention: Office of Controller

Dear Sir:

I Charles William Peoples, Sheriff of Pendleton County, Kentucky hereby make an application for an advancement of funds to defray the expenses of my office of 2013. This is in request of KRS 64.140(1) and 200 KAR 42.0201(3).

The fees received by the Sheriff's office are insufficient to provide the necessary funds for the operation of the office. That as sheriff, I desire to receive advancements from the State Treasury for the purpose of defraying office expenses.

As sheriff, I agree to comply with the statutes and regulations of the Finance Cabinet relating to sheriff's advancement in the event that I am granted and advance of monies for the operation of my office. The following documents filed with this application are true and correct statements of fact.

Sincerely,

Charles Wm. Peoples Sheriff
Pendleton County

Subscribed and sworn to before me by Charles William Peoples Sheriff of
Pendleton County, this the 20 day of November, 2012.

Kelly M. Miller
Notary Public
My Commission expires: 7/3/2016
State at Large

Part Three Disbursements	Budget Estimate	1/1 thru 3/31	4/1 thru 6/30	7/1 thru 9/30	10/1 thru 12/31	Total YTD	Unpaid Obligations 12/31	Settlement Total
1. Personal Services								
2. Sheriff's Gross Salary	79,532.00							
3. Deputies' Gross Salaries	86,900.00							
4. Part Time Gross Salaries	\$22,500.00							
5. Secretary Salaries	\$26,500.00							
6. Director's Gross	\$15,000.00							
7. Transport Salaries	\$61,000.00							
B. Employee Benefits								
8. Employer's State Social Security								
10. Home Allowance	\$2,860.00							
11. RUPP	\$20,600.00							
12. School Resource Officer	\$36,100.00							
13. Training Expense Benefit (HR610)	\$3,788.00							
14. Contracted Services								
15. Advertising	\$450.00							
16. Vehicle maintenance and repairs	\$10,000.00							
17.								
18. Supplies and Materials (excludes items with label names)								
19. Office Materials and supplies	\$2,800.00							
20. Uniforms	\$5,800.00							
21. Gasoline	\$25,000.00							
22. Mobile Phones	\$5,000.00							
23. Courthouse General Fund	\$8,000.00							
24. Ammunition	\$3,300.00							
25. Other Charges (includes travel, printing, etc.)								
26. Convention/Training	\$9,000.00							
27. Dues	\$800.00							
28. Postage	\$700.00							
29. Office Phones	\$2,800.00							
30. Miscellaneous	\$8,500.00							
31. CCBW Fees	\$2,000.00							
32.								
33. Computer/Printer	\$7,000.00							

Part Three Disbursements	Budget Estimate	1/1 thru 3/31	4/1 thru 6/30	7/1 thru 9/30	10/1 thru 12/31	Total YTD	Unpaid Obligations 12/31
34.							
35.							
36. Radio	\$1,000.00						
37. Range Instructor	\$1,500.00						
38. Bailiff Salary	\$98,391.00						
39.							
40. Debt Service (includes interest, principal, etc.)							
41. State Advancement	\$200,000.00						
42. Bank Loan January Salary							
43. Interest							
44. Repayment of Vehicle Loan	\$0.00						
45. Capital Outlay (includes purchase of tangible items with life in excess of 1 year)							
46. Office Equipment	\$1,200.00						
47. Vehicles	\$0.00						
48. Accreditation	\$1,000.00						
49. Subtotal from Page 1	\$456,930.00						
50. Total	\$760,021.00						
For offices that fee pool, pay fees to county prior to December 31, or counties over 70,000 in population, show payments on appropriate line below.							
51. Payments to County Treasurer							
52. Payments to State Treasurer							
53. Total Disbursements (Total lines 50, 51, and 52)							

Copy the figures shown on line 53 to the Budget Balance column, in the Summary on page 7, column 1, line 2. Copy the figures shown on line 50 in the Total YTD column to page 1, column 2, line 2. Copy the figures shown on line 53 to

PENDLETON COUNTY SHERIFF
 FALMOUTH PENDLETON COUNTY, KY

BUDGET FOR 2013

ESTIMATED RECEIPTS:		\$ 802,091.00
ESTIMATED EXPENSES:		\$ 760,021.00
	AVERAGE PER MONTH	YEAR
SALARIES: SHERIFF	6627.71	79,532.00
DEPUTIES	17,209.00	206,500.00
CLERK	2208.34	26,500.00
OFFICE SUPPLIES	233.33	2800.00
POSTAGE	58.34	700.00
FUEL	2916.67	35,000.00
COURT SECURITY	8199.25	98,391.00
AUTO EXPENSE	833.34	10,000.00
MOBILE PHONE	416.00	5000.00
OFFICE PHONE	233.34	2800.00
OVERTIME	1250.00	15,000.00
KLEPF	1716.00	20,600.00
MISCELLANEOUS EXPENSE	708.34	8,500.00
COMPUTER/COPIER	583.34	7,000.00
STATE ADVANCEMENT	16,666.67	200,000.00
TOTAL ESTIMATED EXPENSES	\$ 59,859.67	\$ 718,323.00

I hereby certify, to the best of my knowledge, the above budget represents a true and correct budget of expenses which my office will incur during the calendar year 2013.

Chas. Wells
 SHERIFF

APPROVAL BY THE FISCAL COURT OF Pendleton COUNTY.
 APPROVED THIS THE 13 DAY OF November 2012.

John W. B...
 COUNTY JUDGE/EXECUTIVE

ANNUAL ORDER SETTING MAXIMUM AMOUNT
 FOR DEPUTIES AND ASSISTANTS

Pursuant to KRS 64.530(3), "...The fiscal court shall fix annually the maximum amount, including fringe benefits, which the officer may expend for deputies and assistants...". The fiscal court of Pendleton County in compliance with state law hereby sets the maximum amount which the Sheriff (specify county clerk or sheriff) of Pendleton County may expend from fees during calendar year 2013 at \$ 340,491.00 for deputies, assistants and other employees. The maximum amount as set includes all amounts paid from fees for:

- Full time salaries and wages
- Overtime wages
- Part time salaries and wages
- Court Security
- Health Insurance
- Insurance other than health
- Employer match SS/Retirement
- Other: KLEPF/Jail Fund
- Other: School Resource Officer

Motion made by Foghe, seconded by Fields

Vote ALL YEA

Signed John W. B... Fiscal Court Clerk
 Date 11/17/12

Charles William Peoples SHERIFF
 PENDLETON COUNTY, KY
 STATEMENT OF AMOUNT TO BE ADVANCED EACH MONTH
 IN 2013

MONTH	ESTIMATED EXPENSES	ESTIMATED RECEIPTS	ESTIMATED ADVANCEMENT
JANUARY	50,823.00	47,127.00	30,000.00
FEBRUARY	77,082.00	73,659.00	39,000
MARCH	50,615.00	52,364.00	19,000.00
APRIL	63,107.00	76,346.00	19,000.00
MAY	68,849.00	36,594.00	19,000.00
JUNE	67,221.00	28,705.00	15,000.00
JULY	64,536.00	47,822.00	15,000.00
AUGUST	62,875.00	74,041.00	22,000.00
SEPTEMBER	70,969.00	50,667.00	22,000.00
OCTOBER	61,315.00	104,802.00	0.00
NOVEMBER	61,315.00	104,802.00	0.00
DECEMBER	61,314.00	104,802.00	0.00
TOTALS	760,021.00	802,091.00	200,000.00

I hereby certify, to the best of my knowledge, the above is a true estimate of the amount needed to be advanced each month for the operation of the sheriff's office of Pendleton County, KY.

Charles William Peoples
 SHERIFF

APPROVAL MUST BE MADE BY FISCAL COURT.
 APPROVED THIS 19 DAY OF November COUNTY, 2012.

[Signature]
 COUNTY JUDGE/EXECUTIVE

In Re: Adjournment

A motion was made by Squire Veirs, seconded by Squire Fogle carried, that this meeting be adjourned, to meet again in regular session on November 27, 2012 at 7:00 P.M., subject to any call meetings.

 Pendleton County Judge/Executive

ATTEST: _____
 Pendleton County Fiscal Court Clerk