

**PENDLETON COUNTY FISCAL COURT  
MAY TERM  
MAY 28, 2024 6:00 PM  
COURT MET PURSUANT TO ADJOURNMENT WITH  
HONORABLE DAVID S. FIELDS, COUNTY JUDGE EXECUTIVE  
PRESIDING**

Members Present: Magistrates Whaley, Plummer, Gregg and Mineer

Members Absent: None

County Attorney: Honorable Stacey Sanning

The meeting was called to order at 6:00 p.m. by Judge Fields. Invocation was given by Magistrate Whaley with the Pledge of Allegiance being led by Judge Fields.

**In Re: Approval of Agenda**

Judge Fields presented the agenda for the meeting. Magistrate Plummer made a motion, seconded by Magistrate Gregg to approve the agenda as presented, motion carried.

**In Re: Approval of Minutes**

Fiscal Court Clerk, Marianne Roseberry provided the court with the minutes from the May 14, 2024 meeting and the special called meeting on May 21, 2024. Magistrate Mineer made a motion, seconded by Magistrate Whaley that both minutes be approved as presented, motion carried.

**In Re: Treasurer's Report**

Pendleton County Treasurer, Marianne Roseberry, provided the court with a copy of the treasurer's report for the month of April 2024 at the May 14, 2024 meeting. Magistrate Whaley made a motion, seconded by Magistrate Mineer to approve the April 2024 treasurer's report as presented, motion carried.

**In Re: Bid Opening for Roof Replacement for County Courthouse**

Judge Fields opened the only bid for roof replacement for the county courthouse from R&R Roofing for \$25,800.00. Magistrate Mineer made a motion, seconded by Magistrate Plummer to approve the bid from R&R Roofing for \$25,800., motion carried.

**In Re: Bid Opening for Roof Replacement for Annex Building**

Judge Fields opened the only bid for roof replacement for the Annex Building (Sheriff Office) from R&R Roofing for \$10,965.00. Magistrate Plummer made a motion, seconded by Magistrate Mineer to approve the bid from R&R Roofing for \$10,965.00., motion carried.

**In Re: Public Hearing – Use of County Road Aid and Mineral Severance Funds**

Magistrate Gregg made a motion, seconded by Magistrate Whaley to go into Public Hearing for the use of county road aid and mineral severance funds. With no comments at the hearing, Magistrate Gregg made a motion, seconded by Magistrate Plummer to come out of public hearing and go back into regular session, motion carried.

### **In Re: First Reading – 2024-25 County Budget in Summary**

Judge Fields gave the first reading of the revenue for the 2024-25 county budget in summary and Magistrate Whaley gave the first reading of the appropriations for the 2024-25 county budget in summary. No action taken.

### **In Re: Approve Court Order of the 2024-25 Standing Orders**

Judge Fields presented the court order of the 2024-25 standing orders. Magistrate Plummer made a motion, seconded by Magistrate Gregg to approve the court order of the 2024-25 standing orders, motion carried.

### **In Re: Court Order for the Appointment of County Employees and Salaries**

Judge Fields presented the court order for the appointment of county employees and salaries. Magistrate Gregg made a motion, seconded by Magistrate Plummer to approve the court order for the appointment of county employees and salaries, motion carried.

### **In Re: Court Order for Judge/Exec. Administrative Assistant and Salary**

Judge Fields presented the court order for the judge executive administrative assistant and salary. Magistrate Plummer made a motion, seconded by Magistrate Mineer to approve the court order for judge executive administrative assistant and salary, motion carried.

### **In Re: Resolution Setting Salary Cap for Department Supervisors**

Judge Fields presented a resolution setting a salary cap for department supervisors at \$60,000. Magistrate Plummer made a motion, seconded by Magistrate Mineer to approve the resolution setting a salary cap for department supervisors at \$60,000., motion carried.

### **In Re: Resolution – KY Ohio River Regional Recreation Authority (KORRRA)**

Judge Fields presented a resolution to participate in the formation and governance of the Kentucky Ohio River Regional Recreation Authority. Magistrate Whaley made a motion, seconded by Magistrate Mineer to approve the resolution to participate in KORRRA, motion carried.

### **In Re: Inter-Local Agreement Changes – Animal Control for City of Falmouth**

Judge Fields presented the changes to the inter-local agreement with the City of Falmouth for animal control. Magistrate Gregg made a motion, seconded by Magistrate Plummer to approve the amendment change for the inter-local agreement for animal control with the City of Falmouth, motion carried.

### **In Re: Daniel Hunt with Strauss & Troy to serve as Attorney for P & Z Commission**

Judge Fields presented a resume from Daniel Hunt with Strauss & Troy, LPA to serve as attorney for the Planning and Zoning Commission. Magistrate Plummer made a motion, seconded by Magistrate Mineer to approve Daniel Hunt to serve as the attorney for P & Z Commission at the same price as the former attorney, motion carried, Magistrate Gregg opposed.

**Transfers**

Judge Fields presented and reviewed the budget account transfers. Magistrate Whaley made a motion, seconded by Magistrate Plummer to approve the transfers, motion carried.

**PENDLETON COUNTY FISCAL COURT  
TUESDAY MAY 28, 2024  
6:00  
COURT ORDER TRANSFERS**

**BUDGET ACCOUNT TRANSFERS:**

**General Fund**

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

01-5001-105	Administrative Assistant	\$ 3,000.00
01-5015-103	Sheriff Deputies	\$ 13,500.00
01-5015-103	SRO Sheriff School Resource Officer	\$ 10,880.00
01-5015-106	Sheriff Office Clerk	\$ 2,350.00
01-5047-576	Occupational Tax Admin Travel	\$ 75.00
01-5065-193	Election Commissioners Salaries	\$ 201.00
01-5065-194	Election Tabulators	\$ 200.00
01-5070-445	P & Z Office Supplies	\$ 154.00
01-5081-329	Judicial Center Janitorial Services	\$ 2,142.00
01-5085-578	Utilities Radio Tower Buildings	\$ 217.00
01-5205-384	Animal Spay & Neuter Program	\$ 340.00
01-5205-578	Animal Shelter Utilities	\$ 131.00
01-5405-578	Recreation Program Utilities	\$ 143.00
01-9100-398	Other Contracted Services	\$ 1,150.00
01-9400-205	Employee Health Insurance	\$ 20,497.00

**Road Fund**

Transfer from (02-8099-715) Capital Projects - Land to the following accounts:

02-6105-447	Road Materials	\$ 1,406.00
02-6105-578	Utilities	553.00

**LGFA Fund**

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

04-5120-441	Fire Dept Equipment	\$ 140.00
04-5135-445	Office Supplies	\$ 194.00
04-5135-446	Function Specific Equip & Supplies	\$ 2,130.00

**911 Fund**

Transfer from (75-9400-205) 911 Employee Health Insurance to the following accounts:

75-5145-178	Dispatchers Overtime	\$ 5,300.00
75-9200-999	Reserve for Transfers	\$ 891.00
75-9400-201	Social Security Match	\$ 1,610.00
75-9400-202	Retirement Match	\$ 3,900.00

**Interfund Cash Transfer**

Transfer from General Fund to Jail Fund for Operations \$ 30,000.00

\_\_\_\_\_  
David S. Fields

\_\_\_\_\_  
Marianne Roseberry

In Re: Payment of Claims

Judge Fields presented and reviewed the payment of claims. Magistrate Whaley made a motion, seconded by Magistrate Gregg that the claims be approved and paid as presented, motion carried.

<div>Vendor Claims Register - Detail</div> <div>PENDLETON COUNTY FISCAL COURT</div> <div>MAY 28, 2024 GENERAL FUND</div> <div>All Funds</div> <div>From: 07/01/2023 To: 06/30/2024</div>									
Voucher	Date	PO No.	Invoice	Account	Account Name	Vendor Name	Claim Description	Pd Check	Amount
00001926	05/28	00010757		01-5001-445-	JUDGE EXECUTIVE OFFICE SUPPLIES	CANON FINANCIAL SERVICES, INC	5/1-5/31 COPIER - JUDGE	<input checked="" type="checkbox"/> 00027822	223.33
00001926	05/28	00010757	32562430	01-5070-445-	P & Z OFFICE SUPPLIES	CANON FINANCIAL SERVICES, INC	5/1-5/31 COPIER - P&Z	<input checked="" type="checkbox"/> 00027822	153.33
2 Voucher Items Listed									376.66
00001927	05/28	00010754		01-5047-576-	OCCUPATIONAL TAX ADMIN TRAVEL	KAMI WOOD	KOLA SPRING SEM-MILAGE REIMB-K.WOOD	<input checked="" type="checkbox"/> 00027823	74.88
00001927	05/28	00010754		01-5070-574-	P & Z TRAINING	KAMI WOOD	P&Z TRAINING-MILAGE REIMB-K.WWOD	<input checked="" type="checkbox"/> 00027823	34.79
2 Voucher Items Listed									109.67
00001928	05/28	00010779	15329	01-5065-593-	ELECTION MACHINE MAINTENANCE	MOORE'S GLASS & METAL FABRICATING INC.	ELECTION TRANSPORT OF VOTING MACHINES AND SC	<input checked="" type="checkbox"/> 00027824	3,720.00
1 Voucher Items Listed									3,720.00
00001929	05/28	00010748		01-5080-329-	COURTHOUSE JANITORIAL SERVICES	RIGHTEOUS AND CLEAN	WK OF 5/65/13 CUSTODIAL - COURTHOUSE	<input checked="" type="checkbox"/> 00027825	800.00
00001929	05/28	00010748		01-5086-175-	CUSTODIAL PERSONNEL ANNEX BLDG.	RIGHTEOUS AND CLEAN	WK OF 5/6,5/13 CUSTODIAL - ANNEX	<input checked="" type="checkbox"/> 00027825	100.00
2 Voucher Items Listed									900.00
00001930	05/28	00010747	1429253	01-5080-571-	COURTHOUSE RENEWALS & REPAIRS	DEBRA-KUEMPEL	1/1/24-12/31/24 PREVENTITIVE MAINT - COURTHOUSE	<input checked="" type="checkbox"/> 00027826	2,664.00
1 Voucher Items Listed									2,664.00
00001931	05/28	00010755		01-5081-329-	JUDICIAL CENTER JANITORIAL SERVICES	SCOTT HERINGER	MAY 24 CUSTODIAL - JUSTICE CENTER	<input checked="" type="checkbox"/> 00027827	2,858.33
00001931	05/28	00010755	604412	01-5305-571-	SENIOR CENTER RENEWALS AND REPAIRS	SCOTT HERINGER	MAY 24 CUSTODIAL - SENIOR CENTER	<input checked="" type="checkbox"/> 00027827	300.00
2 Voucher Items Listed									3,158.33
00001932	05/28	00014711	27362	01-5205-384-	ANIMAL SHELTER SPAY & NEUTER PROGRAM	FORT THOMAS ANIMAL HOSPITAL	BANDIT-NEUTER AND RABIES	<input checked="" type="checkbox"/> 00027828	109.00
00001932	05/28	00014711		01-5205-384-	ANIMAL SHELTER SPAY & NEUTER PROGRAM	FORT THOMAS ANIMAL HOSPITAL	POSIE - SPAY AND RABIES	<input checked="" type="checkbox"/> 00027828	131.00
2 Voucher Items Listed									240.00
00001933	05/28	00014710	337230	01-5205-384-	ANIMAL SHELTER SPAY & NEUTER PROGRAM	GRANTS LICK VETERINARY HOSPITAL, INC	MAVERICK - NUETER - A.SHELTER	<input checked="" type="checkbox"/> 00027829	100.00
00001933	05/28	00014707	342329	01-5205-385-	ANIMAL SHELTER VETERINARY SERVICE	GRANTS LICK VETERINARY HOSPITAL, INC	ROSIE EUTHANASIA + CONSULTATION-A.SHELTER	<input checked="" type="checkbox"/> 00027829	86.68
00001933	05/28	00014712	337191	01-5205-385-	ANIMAL SHELTER VETERINARY SERVICE	GRANTS LICK VETERINARY HOSPITAL, INC	PARVOTEST,MEDS,TECH APPT - A.SHELTER	<input checked="" type="checkbox"/> 00027829	116.66
3 Voucher Items Listed									303.34
00001935	05/28	00014831		01-5215-366-	SOLID WASTE CONTRACTED SERVICES	PCHS BOYS SOCCER	6.2 MI ROADSIDE LITTER PU	<input checked="" type="checkbox"/> 00027830	620.00
1 Voucher Items Listed									620.00
00001936	05/28	00014829		01-5215-366-	SOLID WASTE CONTRACTED SERVICES	PCHS GIRLS BASKETBALL	17 MI ROADSIDE TRASH PU	<input checked="" type="checkbox"/> 00027831	1,700.00
1 Voucher Items Listed									1,700.00
00001937	05/28	00010775	2	01-9100-398-	OTHER CONTRACTED SERVICES	DERRICK DAILY	HOGGRIDGE BRDGE DECK ELEVATION VERIFICATION	<input checked="" type="checkbox"/> 00027832	1,000.00
1 Voucher Items Listed									1,000.00
00001938	05/28	00010758	VFA24-01	01-9100-398-	OTHER CONTRACTED SERVICES	FULLER CONSULTING SERVICES, LLC	FORESTRY VFA GRANT CONSULT - VOL FIRE	<input checked="" type="checkbox"/> 00027833	150.00
1 Voucher Items Listed									150.00
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<div>Vendor Claims Register - Detail</div> <div>PENDLETON COUNTY FISCAL COURT</div> <div>MAY 28, 2024 GENERAL FUND</div> <div>All Funds</div> <div>From: 07/01/2023 To: 06/30/2024</div>									
Voucher	Date	PO No.	Invoice	Account	Account Name	Vendor Name	Claim Description	Pd Check	Amount
00001939	05/28	00010792		01-9400-205-	EMPLOYEE HEALTH INSURANCE	HRA FUND	MAY 24 - CONTRIBUTION - GENERAL	<input checked="" type="checkbox"/> 00027834	2,914.17
1 Voucher Items Listed									2,914.17
13 Vouchers Listed									20 Voucher Items Listed
									17,856.17

<div>Vendor Claims Register - Detail</div> <div>PENDLETON COUNTY FISCAL COURT</div> <div>MAY 28, 2024 ROAD FUND</div> <div>All Funds</div> <div>From: 07/01/2023 To: 06/30/2024</div>									
Voucher	Date	PO No.	Invoice	Account	Account Name	Vendor Name	Claim Description	Pd Check	Amount
00001940	05/28	00014812	030927100	02-6105-447-	ROAD MATERIALS	CADENCE-APOLLO OIL	SHOP-SHE T2 HD 15W40 CK4 DRUM-RD	<input checked="" type="checkbox"/> 00013101	619.99
00001940	05/28	00014818	001636851	02-6105-447-	ROAD MATERIALS	CADENCE-APOLLO OIL	SHOP-DIESEL EXHAUST FLUID +SHIPPING	<input checked="" type="checkbox"/> 00013101	562.95
							2 Voucher Items Listed		1,182.94
00001941	05/28	00010778		02-6105-447-	ROAD MATERIALS	UNIFIRST CORPORATION	5/6 UNIFORM SERVICE - RD	<input checked="" type="checkbox"/> 00013102	72.00
00001941	05/28	00010778		02-6105-447-	ROAD MATERIALS	UNIFIRST CORPORATION	5/13 UNIFORM SERVICE - RD	<input checked="" type="checkbox"/> 00013102	78.78
00001941	05/28	00010778	1340313060	02-6105-447-	ROAD MATERIALS	UNIFIRST CORPORATION	5/20 UNIFORM DERVICE - RD	<input checked="" type="checkbox"/> 00013102	72.88
							3 Voucher Items Listed		223.66
00001942	05/28	00010793		02-9400-205-	EMPLOYEE HEALTH INSURANCE	HRA FUND	MAY 24 CONTRIBUTION - RD	<input checked="" type="checkbox"/> 00013103	419.31
							1 Voucher Items Listed		419.31
							3 Vouchers Listed		6 Voucher Items Listed
									1,825.91

<div>Vendor Claims Register - Detail</div> <div>PENDLETON COUNTY FISCAL COURT</div> <div>MAY 28, 2024 JAIL FUND</div> <div>All Funds</div> <div>From: 07/01/2023 To: 06/30/2024</div>									
Voucher	Date	PO No.	Invoice	Account	Account Name	Vendor Name	Claim Description	Pd Check	Amount
00001943	05/28	00010761	224-117180	03-5101-549-	ROUTINE MEDICAL	CENTRAL KENTUCKY RADIOLOGY PLLC	MARLENE HOLT 3/3/24-MEDICAL-JAIL	<input checked="" type="checkbox"/> 00008916	7.27
							1 Voucher Items Listed		7.27
00001944	05/28	00010796		03-5101-549-	ROUTINE MEDICAL	J & R OF DRAFFENVILLE	MEDS-ALLEN NEWKIRK-4/15/2024	<input checked="" type="checkbox"/> 00008917	3.87
00001944	05/28	00010796		03-5101-549-	ROUTINE MEDICAL	J & R OF DRAFFENVILLE	MEDS-CHRIS HARDY-4/4/2024	<input checked="" type="checkbox"/> 00008917	74.43
00001944	05/28	00010796		03-5101-549-	ROUTINE MEDICAL	J & R OF DRAFFENVILLE	MEDS-ERNIE BROWN-4/4/2024	<input checked="" type="checkbox"/> 00008917	6.36
00001944	05/28	00010796		03-5101-549-	ROUTINE MEDICAL	J & R OF DRAFFENVILLE	MEDS-MARLENE HOLT-3/4,3/5,3/7/2024	<input checked="" type="checkbox"/> 00008917	913.21
00001944	05/28	00010796		03-5101-549-	ROUTINE MEDICAL	J & R OF DRAFFENVILLE	MEDS-RONALD SPANGLER-4/4/2024	<input checked="" type="checkbox"/> 00008917	7.01
00001944	05/28	00010796		03-5101-549-	ROUTINE MEDICAL	J & R OF DRAFFENVILLE	MEDS-TOMMY SWIFT-4/4/2024	<input checked="" type="checkbox"/> 00008917	14.57
							6 Voucher Items Listed		1,019.45
00001945	05/28	00010750		03-5101-549-	ROUTINE MEDICAL	SOUTHEASTERN EMERGENCY PHYSICIANS	MARLENE HOLT-3/3/21-MEDICAL-JAIL	<input checked="" type="checkbox"/> 00008918	116.04
00001945	05/28	00010750	224-117181	03-5101-549-	ROUTINE MEDICAL	SOUTHEASTERN EMERGENCY PHYSICIANS	ERNIE MIDDLETON-4/2/24-MEDICAL-JAIL	<input checked="" type="checkbox"/> 00008918	145.53
							2 Voucher Items Listed		261.57
00001946	05/28	00014739		03-5101-573-	TELEPHONE	EDDIE TUCKER	MAY PHONEBILL - E.TUCKER	<input checked="" type="checkbox"/> 00008919	46.00
							1 Voucher Items Listed		46.00
00001947	05/28	00014740		03-5101-573-	TELEPHONE	ANTHONY GILLESPIE	4/18/24-5/17/24 PHONE - T.GILLESPIE	<input checked="" type="checkbox"/> 00008920	46.00
							1 Voucher Items Listed		46.00
00001948	05/28	00010794		03-9400-205-	EMPLOYEES HEALTH INSURANCE	HRA FUND	MAY 24 CONTRIBUTIONS - JAIL	<input checked="" type="checkbox"/> 00008921	412.31
							1 Voucher Items Listed		412.31
							6 Vouchers Listed		12 Voucher Items Listed
									1,792.60

<b>Vendor Claims Register - Detail</b> <b>PENDLETON COUNTY FISCAL COURT</b> <b>MAY 28, 2024 LGEA FUND</b> <b>All Funds</b> <b>From: 07/01/2023 To: 06/30/2024</b>									
Voucher	Date	PO No.	Invoice	Account	Account Name	Vendor Name	Claim Description	Pd Check	Amount
00001950	05/28	00010756		04-5135-445-	OFFICE SUPPLIES	CANON FINANCIAL SERVICES, INC	5/1-5/31 COPIER - EOC	<input checked="" type="checkbox"/> 00001332	193.34
1 Voucher Items Listed									<b>193.34</b>
00001951	05/28	00014577	10746429173	04-5135-446-	FUNCTION SPECIFIC EQUIPMENT & SUPPLIES	DELL MARKETING L. P.	DELL LAPTOP-EM DIRECTOR	<input checked="" type="checkbox"/> 00001333	2,129.51
1 Voucher Items Listed									<b>2,129.51</b>
00001952	05/28	00010777		04-5120-441-	FIRE DEPT EQUIPMENT	DARRIN BROWN	FUEL VOL FIRE	<input checked="" type="checkbox"/> 00001334	90.03
00001952	05/28	00010777		04-5120-441-	FIRE DEPT EQUIPMENT	DARRIN BROWN	FUEL VOL FIRE	<input checked="" type="checkbox"/> 00001334	50.00
2 Voucher Items Listed									<b>140.03</b>
3 Vouchers Listed								4 Voucher Items Listed	<b>2,462.88</b>

<b>Vendor Claims Register - Detail</b> <b>PENDLETON COUNTY FISCAL COURT</b> <b>MAY 28, 2024 911 FUND</b> <b>All Funds</b> <b>From: 07/01/2023 To: 06/30/2024</b>									
Voucher	Date	PO No.	Invoice	Account	Account Name	Vendor Name	Claim Description	Pd Check	Amount
00001953	05/28	00010795		75-9400-205-	911 EMPLOYEE HEALTH INSURANCE	HRA FUND	MAY 24 CONTRIBUTIONS - 911	<input checked="" type="checkbox"/> 00004632	1,656.24
1 Voucher Items Listed									<b>1,656.24</b>
1 Vouchers Listed								1 Voucher Items Listed	<b>1,656.24</b>

From: 07/01/2023 To: 06/30/2024

Voucher	Date	PO No.	Invoice	Account	Account Name	Vendor Name	Claim Description	Pd Check	Amount
00001954	05/28	00010759	3538721	91-5210-468-	RECYCLING AND LANDFILL SUPPLIES	RUMPKE	5/1 FREEDAY LANDFILL	<input checked="" type="checkbox"/> 00002126	72.22
								1 Voucher Items Listed	<b>72.22</b>
00001955	05/28	00014830		91-5210-595-	109 BOARD EDUCATION PROGRAMS	PCHS CHEERLEADER	7 MI ROADSIDE LITTER PU	<input checked="" type="checkbox"/> 00002127	700.00
								1 Voucher Items Listed	<b>700.00</b>
								2 Voucher Items Listed	<b>772.22</b>

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Magistrate Mineer asked about the Woodson Road issue. Magistrate Gregg asked if the City of Falmouth residents get to use free day at Rumpke. Judge Fields stated they were able to use free day at Rumpke. Magistrate Plummer stated the mowing looks good and is pleased with the signs being up.

Bid for Roof Replacement for County Courthouse  
 Bid for Roof Replacement for Annex Building  
 First Reading of the 2024-25 Budget  
 Court Order for 2024-25 Standing Orders  
 Court Order for Appointment of County Employees  
 Court Order for Judge/Exec Administrative Assistant  
 Resolution for Setting Salary Cap for Department Supervisors  
 Resolution for KORRRA  
 Inter-Local Agreement Changes - Animal Control for City of Falmouth

Magistrate Plummer made a motion seconded by Magistrate Mineer that this meeting be adjourned to meet again in regular session on June 11, 2024 subject to any special called meetings, motion carried.

Pendleton County Fiscal Court Clerk