

**PENDLETON COUNTY FISCAL COURT
DECEMBER TERM
DECEMBER 27, 2023
SPECIAL CALL MEETING
COURT MET PURSUANT TO ADJOURNMENT WITH
HONORABLE DAVID S. FIELDS, COUNTY JUDGE EXECUTIVE
PRESIDING**

Members Present: Magistrates Plummer and Mineer
Members Absent: Magistrates Whaley and Gregg
County Attorney: Absent

Judge Fields called the meeting to order at 3:00 pm.

Invocation was given by Magistrate Plummer with the Pledge of Allegiance being led by Judge Fields.

In Re: Agenda

Judge Fields presented the agenda for this special called meeting.

In Re: Approval of Minutes

Fiscal Court Clerk, Marianne Roseberry provided the court with the minutes from the December 12, 2023 meeting. Magistrate Plummer made a motion, seconded by Magistrate Mineer to approve the minutes 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 November at the December 12, 2023 meeting. Judge Fields made a motion, seconded by Magistrate Plummer to approve the treasurer's report as presented, motion carried.

Transfers

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

**PENDLETON COUNTY FISCAL COURT
WEDNESDAY DECEMBER 27, 2023
SPECIAL CALL MEETING
COURT ORDERED TRANSFERS**

General Fund

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

01-9100-551	Memberships – Co, Jud, Fis CT	\$	50.00
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Road Fund

Transfer from (02-6105-441) Machinery and Equipment to the following accounts:

02-6105-447	Road Materials	\$	28,000.00
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LGFA Fund

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

04-5135-398	Contracted Services – Other	\$	301.00
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Interfund Transfers

Transfer from General Fund to the 911 Fund for Operations	\$	30,000.00
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David S. Fields

Marianne Roseberry

In Re: Payment of Claims

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

Vendor Claims Register - Detail									
PENDLETON COUNTY FISCAL COURT									
DECEMBER 27, 2023 GENERAL FUND									
All Funds									
From: 12/27/2023 To: 12/27/2023									
Voucher	Date	PO No.	Invoice	Account	Account Name	Vendor Name	Claim Description	Pd Check	Amount
00001033	12/27	00010082	122303500	01-5001-445-	JUDGE EXECUTIVE OFFICE SUPPLIES	CANON FINANCIAL SERVICES, INC	12/6 HARD DRIVE REPLACEMENT - JUDGE	☒ 00027419	380.00
00001033	12/27	00010111	31725380	01-5001-445-	JUDGE EXECUTIVE OFFICE SUPPLIES	CANON FINANCIAL SERVICES, INC	12/1-12/31 COPIER LEASE - JUDGE	☒ 00027419	223.33
00001033	12/27	00010111		01-5070-445-	P & Z OFFICE SUPPLIES	CANON FINANCIAL SERVICES, INC	12/1-12/31 COPIER LEASE - P&Z	☒ 00027419	153.33
3 Voucher Items Listed									756.66
00001034	12/27	00010093	26830	01-5070-445-	P & Z OFFICE SUPPLIES	KNIGHT TECHNOLOGIES/GM TELECOM	OFFICE21 PRO 1TIME INSTALL - P&Z	☒ 00027420	99.00
00001034	12/27	00010093		01-5305-445-	SENIOR CENTER OFFICE SUPPLIES	KNIGHT TECHNOLOGIES/GM TELECOM	2 OFFICE21 PRO 1TIME INSTALL - SENIOR CENTER	☒ 00027420	198.00
2 Voucher Items Listed									297.00
00001035	12/27	00010088		01-5080-329-	COURTHOUSE JANITORIAL SERVICES	RIGHTEOUS AND CLEAN	WK OF 12/4+12/11 CUSTODIAL - COURTHOUSE	☒ 00027421	800.00
00001035	12/27	00010088		01-5086-175-	CUSTODIAL PERSONNEL ANNEX BLDG.	RIGHTEOUS AND CLEAN	WK OF 12/4+12/11 CUSTODIAL - ANNEX	☒ 00027421	100.00
2 Voucher Items Listed									900.00
00001036	12/27	00010083	246808	01-5080-411-	COURTHOUSE CUSTODIAL SUPPLIES	COOPER WHOLESALE, INC.	1 BOX PAPER TOWELS - COURTHOUSE	☒ 00027422	35.50
00001036	12/27	00010083		01-5080-411-	COURTHOUSE CUSTODIAL SUPPLIES	COOPER WHOLESALE, INC.	1 BOX LARGE TRASH - COURTHOUSE	☒ 00027422	39.75
00001036	12/27	00010083		01-5080-411-	COURTHOUSE CUSTODIAL SUPPLIES	COOPER WHOLESALE, INC.	1 BOX SMALL TRASH - COURTHOUSE	☒ 00027422	36.90
00001036	12/27	00010083		01-5080-411-	COURTHOUSE CUSTODIAL SUPPLIES	COOPER WHOLESALE, INC.	1 BOX VINYL GLOVES - COURTHOUSE	☒ 00027422	4.99
00001036	12/27	00010083		01-5086-411-	CUSTODIAL SUPPLIES ANNEX BLDG.	COOPER WHOLESALE, INC.	1 BOX PAPER TOWELS - ANNEX	☒ 00027422	35.50
00001036	12/27	00010083		01-5086-411-	CUSTODIAL SUPPLIES ANNEX BLDG.	COOPER WHOLESALE, INC.	1 BOX SMALL TRASH - ANNEX	☒ 00027422	36.90
00001036	12/27	00010083		01-5086-411-	CUSTODIAL SUPPLIES ANNEX BLDG.	COOPER WHOLESALE, INC.	1 BOX VINYL GLOVES - ANNEX	☒ 00027422	4.99
7 Voucher Items Listed									194.53
00001037	12/27	00010084		01-5080-411-	COURTHOUSE CUSTODIAL SUPPLIES	KAMI WOOD	REIMBURSMENT FOR FABULOSO - COURTHOUSE CLEANING	☒ 00027423	8.00
00001037	12/27	00010084		01-5086-411-	CUSTODIAL SUPPLIES ANNEX BLDG.	KAMI WOOD	REIMBURSMENT FOR FABULOSO - ANNEX CLEANING	☒ 00027423	8.00
2 Voucher Items Listed									16.00
00001038	12/27	00010092		01-5081-329-	JUDICIAL CENTER JANITORIAL SERVICES	SCOTT HERINGER	DEC23 CUSTODIAL - J.CENTER	☒ 00027424	2,858.33
00001038	12/27	00010092	604517	01-5305-571-	SENIOR CENTER RENEWALS AND REPAIRS	SCOTT HERINGER	DEC23 CUSTODIAL - SENIOR CENTER	☒ 00027424	300.00
2 Voucher Items Listed									3,158.33
00001039	12/27	00010087	01419412	01-5081-333-	JUDICIAL CENTER MAINTENANCE PERSONEL	DEBRA-KUEMPEL	DEC 23 MAINT - JUSTICE CENTER	☒ 00027425	1,457.00
1 Voucher Items Listed									1,457.00
00001040	12/27	00010080	2567236	01-5081-571-	JUDICIAL CENTER RENEWALS AND REPAIRS	SILCO FIRE PROTECTION CO.	ANNUAL FIRE EXTING INSPECTION - JUSTICE CENTER	☒ 00027426	189.50
1 Voucher Items Listed									189.50
00001041	12/27	00010122	3	01-5085-177-	CO. PROPERTIES - MAINTENANCE PERSONNEL DERRICK DAILY		SURVEY OF 2275 HWY 27N	☒ 00027427	1,400.00
1 Voucher Items Listed									1,400.00
00001042	12/27	00010124		01-5115-445-	CODE ENFORCEMENT OFFICE SUPPLIES	STEVE HILL	CERTIFIED MAIL - C. ENFORCE	☒ 00027428	8.50
01/09/2024 12:13 pm									
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Vendor Claims Register - Detail									
PENDLETON COUNTY FISCAL COURT									
DECEMBER 27, 2023 GENERAL FUND									
All Funds									
From: 12/27/2023 To: 12/27/2023									
Voucher	Date	PO No.	Invoice	Account	Account Name	Vendor Name	Claim Description	Pd Check	Amount
00001042	12/27	00010124		01-5115-445-	CODE ENFORCEMENT OFFICE SUPPLIES	STEVE HILL	CERTIFIED MAIL - C. ENFORCE	☒ 00027428	17.1
00001042	12/27	00010124		01-5115-445-	CODE ENFORCEMENT OFFICE SUPPLIES	STEVE HILL	CERTIFIED MAIL - C. ENFORCE	☒ 00027428	8.5
00001042	12/27	00010124		01-5115-445-	CODE ENFORCEMENT OFFICE SUPPLIES	STEVE HILL	REIMBURS STAPLER GUN AND STAPLES - C. ENFORCE	☒ 00027428	32.4
4 Voucher Items Listed									66.6
00001043	12/27	00014408		01-5205-384-	ANIMAL SHELTER SPAY & NEUTER PROGRAM	DOUG WINFORD	SPAYAND RABIES REIMBURS FOR WILLOW	☒ 00027429	110.0
1 Voucher Items Listed									110.0
00001044	12/27	00014410	23036	01-5205-384-	ANIMAL SHELTER SPAY & NEUTER PROGRAM	FORT THOMAS ANIMAL HOSPITAL	SPAYAND RABIES - NOVA	☒ 00027430	131.0
00001044	12/27	00014410		01-5205-384-	ANIMAL SHELTER SPAY & NEUTER PROGRAM	FORT THOMAS ANIMAL HOSPITAL	NUETER AND RABIES - TANK	☒ 00027430	109.0
2 Voucher Items Listed									240.0
00001045	12/27	00014411	101202	01-5205-385-	ANIMAL SHELTER VETERINARY SERVICE	HARRISON VETERINARY CLINIC	SEDATION,EAR CLEANONG,MEDS, RABIES-KRINGLE-A	☒ 00027431	128.0
1 Voucher Items Listed									128.0
00001046	12/27	00010094	B30837	01-9100-531-	BOND PREMIUMS	KACO INSURANCE AGENCY	REPAYMENT OF ADVANCEMENT BOND - SHERIFF	☒ 00027432	802.3
00001046	12/27	00010094		01-9100-531-	BOND PREMIUMS	KACO INSURANCE AGENCY	COUNTY REVENUE BOND - SHERIFF	☒ 00027432	1,374.3
00001046	12/27	00010094		01-9100-531-	BOND PREMIUMS	KACO INSURANCE AGENCY	QUALIFYING BOND - SHERIFF	☒ 00027432	203.6
00001046	12/27	00010094		01-9100-531-	BOND PREMIUMS	KACO INSURANCE AGENCY	PUBLIC OFFICIALS BOND RENEWAL - RITA SPENCER	☒ 00027432	407.2
4 Voucher Items Listed									2,787.2
00001047	12/27	00010117	24-096	01-9100-551-	MEMBERSHIPS - CO.JUD,FIS CT	KACERS-KY TRANSPORTATION CENTER	ANNUAL MEMBERSHIP	☒ 00027433	50.0
1 Voucher Items Listed									50.0
00001048	12/27	00001113		01-9400-299-	HRA - FRINGE BENEFITS	HRA FUND	NOV 23 CONTRIBUTION - GEN	☒ 00027434	2,914.3
00001048	12/27	00001113		01-9400-299-	HRA - FRINGE BENEFITS	HRA FUND	DEC 23 CONTRIBUTION - GEN	☒ 00027434	2,914.3
2 Voucher Items Listed									5,828.3
16 Vouchers Listed							36 Voucher Items Listed		17,579.3

Vendor Claims Register - Detail PENDLETON COUNTY FISCAL COURT DECEMBER 27, 2024 ROAD FUND All Funds From: 12/27/2023 To: 12/27/2023									
Voucher	Date	PO No.	Invoice	Account	Account Name	Vendor Name	Claim Description	Pd Check	Amount
00001049	12/27	00010090	09750214	02-6105-447-	ROAD MATERIALS	AMERICAN WELDING & GAS, INC.	CYLINDER RD DEPT	☒ 00012934	123.80
1 Voucher Items Listed									123.80
00001050	12/27	00014507	C003169485	02-6105-447-	ROAD MATERIALS	FYDA FREIGHTLINER WESTERN STAR	#8 DUMP TRUCK-AIR SPRING CAB AIR - RD	☒ 00012935	28.55
1 Voucher Items Listed									28.55
00001051	12/27	00014512		02-6105-447-	ROAD MATERIALS	G & C SUPPLY CO., INC.	30X30 STOP SIGN + FREIGHT - RD	☒ 00012936	349.37
00001051	12/27	00014512	6931628	02-6105-447-	ROAD MATERIALS	G & C SUPPLY CO., INC.	30X30 SCHOOL BUS STOP AHEAD - RD	☒ 00012936	241.92
2 Voucher Items Listed									591.29
00001052	12/27	00014508	3360178	02-6105-447-	ROAD MATERIALS	TRIAD TECHNOLOGIES, LLC	SKID STEER ATTACHMENT PARTS - RD DEPT	☒ 00012937	598.58
1 Voucher Items Listed									598.58
00001053	12/27	00014502	617	02-6105-447-	ROAD MATERIALS	PETTIT CONTRACTING	JAGG RD-DRILLING AND PLACEMENT OF 41 RAIL - RD	☒ 00012938	24,600.00
1 Voucher Items Listed									24,600.00
00001054	12/27	00010086	785997	02-6105-441-	MACHINERY AND EQUIPMENT	TRAILER DELIVERY SERVICE	FDWT-7K-22D TRAILER DELIVERY-RD DEPT	☒ 00012939	450.00
1 Voucher Items Listed									450.00
00001055	12/27	00014509		02-6105-447-	ROAD MATERIALS	WRIGHT IMPLEMENT 1, LLC	SKID STEER-ORING,BREAKAWAY COUPLER,HYD COUP	☒ 00012940	784.56
1 Voucher Items Listed									784.56
00001056	12/27	00010114		02-9400-299-	HRA - FRINGE BENEFIT	HRA FUND	NOV 23 CONTRIBUTION - RD	☒ 00012941	419.31
00001056	12/27	00010114		02-9400-299-	HRA - FRINGE BENEFIT	HRA FUND	DEC 23 CONTRIBUTION - RD	☒ 00012941	419.31
2 Voucher Items Listed									838.62
00001066	12/27	00014506		02-6105-447-	ROAD MATERIALS	MILLER'S METALWORKING	6615JD- REPAIRS ON SIDE MOUNT BUSHHOG - RD	☒ 00012942	1,250.00
1 Voucher Items Listed									1,250.00
9 Vouchers Listed								11 Voucher Items Listed	29,265.40

Vendor Claims Register - Detail PENDLETON COUNTY FISCAL COURT DECEMBER 27, 2023 JAIL FUND All Funds From: 12/27/2023 To: 12/27/2023									
Voucher	Date	PO No.	Invoice	Account	Account Name	Vendor Name	Claim Description	Pd Check	Amount
00001057	12/27	00010030		03-5101-549-	ROUTINE MEDICAL	ST ELIZABETH PHYSICIANS	INMATE MEDICAL - A.FROST	☒ 00008828	353.00
00001057	12/27	00010030		03-5101-549-	ROUTINE MEDICAL	ST ELIZABETH PHYSICIANS	INMATE MEDICAL - A.FROST	☒ 00008828	16.00
2 Voucher Items Listed									369.00
00001058	12/27	00014192	31764	03-5101-592-	MAINTENANCE & REPAIR - VEHICLES	TIM NORTON AUTO SERVICE L.L.C.	ALTENATOR FOR 2013 FORD EXPLORER - JAILER	☒ 00008829	640.00
1 Voucher Items Listed									640.00
00001059	12/27	00010115		03-9400-299-	HRA FRINGE BENEFITS	HRA FUND	NOV 23 CONTRIBUTION - JAIL	☒ 00008830	412.31
00001059	12/27	00010115		03-9400-299-	HRA FRINGE BENEFITS	HRA FUND	DEC CONTRIBUTION - JAIL	☒ 00008830	412.31
2 Voucher Items Listed									824.62
3 Vouchers Listed								5 Voucher Items Listed	1,833.62

Vendor Claims Register - Detail PENDLETON COUNTY FISCAL COURT DECEMBER 27, 2023 LGEA FUND All Funds From: 12/27/2023 To: 12/27/2023									
Voucher	Date	PO No.	Invoice	Account	Account Name	Vendor Name	Claim Description	Pd Check	Amount
00001060	12/27	00010118	675	04-5135-398-	CONTRACTED SERVICES - OTHER	SAFE HAVEN BABY BOXES	BABY BOX ANNUAL FEE	☒ 00001217	300.00
1 Voucher Items Listed									300.00
00001061	12/27	00014543	20114	04-5135-411-	CUSTODIAL SUPPLIES	ALL PRO SUPPLY	TRASH BAGS TOILET TISSUE - EOC	☒ 00001218	137.23
1 Voucher Items Listed									137.23
00001062	12/27	00010112	31725380	04-5135-445-	OFFICE SUPPLIES	CANON FINANCIAL SERVICES, INC	12/1-12/31 COPIER LEASE - EOC	☒ 00001219	193.34
00001062	12/27	00010081	122303499	04-5135-445-	OFFICE SUPPLIES	CANON FINANCIAL SERVICES, INC	12/6 HARD DRIVE RPLACEMENT - EOC	☒ 00001219	380.00
2 Voucher Items Listed									573.34
00001063	12/27	00010120	10C230042	04-5135-592-	EMERGENCY MANAGEMENT VEHICLE&MAJINTE DAVID FIELDS		REIMBURS-ANTIFREEZE FOR GENERATOR - EOC	☒ 00001220	75.13
1 Voucher Items Listed									75.13
4 Vouchers Listed						5 Voucher Items Listed			1,085.70

Vendor Claims Register - Detail PENDLETON COUNTY FISCAL COURT DECEMBER 27, 2023 911 FUND All Funds From: 12/27/2023 To: 12/27/2023									
Voucher	Date	PO No.	Invoice	Account	Account Name	Vendor Name	Claim Description	Pd Check	Amount
00001064	12/27	00014280	2236289	75-5145-703-	COMMUNICATION EQUIPMENT	CALL ONE INC	911 HEADSETS	☒ 00004596	146.00
1 Voucher Items Listed									146.00
00001065	12/27	00010116		75-9400-299-	HRA - FRINGE BENEFITS	HRA FUND	NOV 23 CONTRIBUTION - 911	☒ 00004597	1,243.93
00001065	12/27	00010116		75-9400-299-	HRA - FRINGE BENEFITS	HRA FUND	DEC 23 CONTRIBUTION - 911	☒ 00004597	831.62
2 Voucher Items Listed									2,075.55
2 Vouchers Listed						3 Voucher Items Listed			2,221.55

In Re: Adjourn

Magistrate Mineer made a motion seconded by Magistrate Plummer that this meeting be adjourned to meet again in regular session on January 9, 2024 subject to any special called meetings, motion carried.

Pendleton County Judge Executive

Pendleton County Fiscal Court Clerk