

**HENRY COUNTY FISCAL COURT  
REGULAR MEETING  
JANUARY 16, 2024**

The Henry County Fiscal Court met in Regular Session on January 16, 2024, at the Henry County 4-H Building in New Castle, Kentucky, with the following in attendance:

Scott Bates, Judge/Executive  
Kassidy Dees, County Attorney  
Esquire Brad Fisher  
Esquire Ed Frederick  
Esquire Roger Hartlage  
Esquire Kevin McManis  
Esquire Danny Shain  
Esquire Carl Tingle

**RE: PLEDGE OF ALLEGIANCE**

Judge Bates led the Court in the Pledge of Allegiance to the Flag.

**RE: PRAYER & PREPARATION**

Judge Bates introduced Bro. Michael Luttrell of the Restoration Life Church who offered the evening's prayer.

**RE: CALL TO ORDER**

Judge Bates called the meeting to order at 6:00 p.m. He noted that all magistrates were in attendance.

**RE: APPROVAL OF THE DECEMBER 19, 2023, REGULAR MEETING MINUTES**

Upon motion by Esq. Shain and second by Esq. McManis, it is ordered to approve the minutes of the December 19, 2023, regular meeting.

Motion carried unanimously

**RE: UNFINISHED BUSINESS**

Judge Bates stated there was no unfinished business.

## **RE: NEW BUSINESS**

### **RE: ROADS**

#### **1. Director's Monthly Report**

Road Supervisor Kenny Tindle reported that things went well during the first small snow with the crew out early this morning. They have been trying to do ditching, but the weather is not cooperating. They will begin a project cleaning on L'esprit Farm Road and then return the ditcher until the weather is better and they have the employees to work. Judge Bates stated that the claims will show \$4,000 for the lease of the equipment from Danny Clark. We will pay this now, and he will credit us for this time when we pick it up later to finish the ditching.

#### **2. Road Committee Report**

Esq. Fisher stated that the Road Committee met and discussed the purchase of a 2012 F550 to replace the F350 which has a bad transmission. Judge Bates recommended wrapping a chain around the bed of the F550 to secure it. Esq. Fisher thanked Deputy Judge Buchanan for purchasing tools for the Department. They will have the paver serviced and ready for spring in-house patching as well as the drive shaft repaired on the mowing tractor.

Upon motion by Esq. Tingle and second by Esq. Fisher, it is ordered to authorize the purchase of a 2012 F550 truck at a cost of \$38,000 which is listed in this month's claims.

Motion carried unanimously

#### **Committee for Full-Time CDL Employee**

The Road Committee which was charged with selecting a candidate for the full-time position and recommends hiring Max Shouse effective January 22. He has his CDL Class A as well as experience with operating several pieces of equipment and performing maintenance work.

Upon motion by Esq. Shain and second by Esq. McManis, it is ordered to employ Max Shouse as a full-time employee at the Road Department.

Motion carried unanimously

## **RE: PLANNING & ZONING**

#### **1. Administrator's Monthly Report**

P & Z/Solid Waste Administrator Jason Stanley reported that 16 building and 19 electrical permits were issued during the last month. The Board of Adjustments will meet at 7 p.m. at the 4-H Building on January 22, 2024, and there is nothing on P & Z Commission agenda for this month so they will not meet.

## **2. Planning & Zoning / Board of Adjustment Reappointments**

Judge Bates announced that it was time for appointments to the Planning & Zoning Commission and Board of Adjustments. Administrator Stanley has spoken with the individuals whose terms are expiring and all have agreed to retain their positions.

Upon motion by Esq. Fisher and second by Esq. Frederick, it is ordered to reappoint Richard Riddell and Matt Jackson to additional terms on the Board of Adjustments.

Motion carried unanimously

Upon motion by Esq. Fisher and second by Esq. Frederick, it is ordered to reappoint Mike Ray, Terry Rowlett, and Leo Mason each to an additional term on the Planning & Zoning Commission.

Motion carried unanimously  
Esq. Hartlage abstained

Mr. Stanley thanked Toby Berry for his help with solid waste issues, and Judge Bates acknowledged the Road Department for their assistance on a difficult to correct solid waste problem on Mill Creek.

## **RE: PARKS & FAIRGROUNDS**

### **1. Director's Monthly Report**

Parks Director Toby Berry reported that he has been doing maintenance at the parks and fairgrounds including painting and repairing and painting fences. Two mowers have been in the shop, but are repaired and ready for pickup tomorrow.

### **2. Fairgrounds Lease**

Judge Bates reported that the lease on the fairgrounds to the Lions Club approved by Fiscal Court was for one year only. The requirements for the grant received for upgrades to lighting and other improvements from the State requires the lease be for 20 years. County Attorney Dees has written and reviewed the amended lease which begins on September 1, 2023, and ends on August 31, 2043. The annual sum of \$1 is payable each year at the signing of the lease.

Upon motion by Esq. Fisher and second by Esq. Frederick, it is ordered to approve the lease with the Lions Club for the fairgrounds allowing for a 20-year lease renewable annually.

Motion carried unanimously

Judge Bates reminded everyone that renovation work will begin on the 4-H Building soon and any changes to meeting location will be announced.

### **3. Bids for Baseball Field Fencing – No Bids Received**

Deputy Judge Buchanan announced that advertisements were run for bids on the field and backstop fencing for the new baseball field, but none were received. The auditors have advised that this fact be acknowledged during a Fiscal Court meeting. He will try to find someone who can do this work and complete the project.

### **4. Hiring of a Full-time Park Employee**

Judge Bates stated that the Parks Department needs to hire a full-time maintenance worker who can be ready to assume the position as the workload increases. He recommended authorizing the Parks Committee to review the applications, conduct interviews, and select the individual.

Upon motion by Esq. Fisher and second by Esq. Shain, it is ordered to authorize the Parks Committee to review applications, conduct interviews, and choose a new full-time maintenance worker.

Motion carried unanimously

## **RE: ANIMAL SERVICES**

### **1. Director's Monthly Report**

Danielle Ashcraft reported that during December there were 6 adoptions resulting in \$605, donations of \$940, 1 pet license for \$5, and food donations of \$900 with total proceeds of \$2,450. For the time period of December 11 until the end of the month, Animal Control received the following calls: 8 strays, 9 nuisances, 1 bite report, and 5 after-hours calls.

### **2. Committee Report**

Esq. Hartlage stated that the Committee has met and is updating ordinances for the County and the cost for citations which are issued.

### **3. Part-time Hiring Recommendation**

The Committee conducted interviews with 4 candidates for the part-time position and recommends employing Cassie Eldridge.

Upon motion by Esq. Hartlage and second by Esq. Tingle, it is ordered to employ Cassie Eldridge in the part-time Animal Services position beginning January 22, 2024.

Motion carried unanimously

Judge Bates thanked the Animal Services Committee for conducting the interviews and all their work on the ordinances. Esq. Hartlage stated that they would be meeting with Trimble County on January 24 to go over the changes so both counties will operate under the same SOPs.

## **RE: ECONOMIC DEVELOPMENT COMMITTEE REPORT**

Esq. Hartlage stated that the Fiscal Court Economic Development Committee did not meet. The Economic Development Council that meets before Fiscal Court elected officers tonight: Amy Charles, Chair; Mike Ray, Vice Chair; and Barbara Porter, Secretary. They mostly discussed moving forward.

Judge Bates stated that Jack Bragg called today and they have been working on the soundings for rock for the Pendleton Sewer Project following State approval and have it completed. He should have the information on the easements, and we should be able to get that information regarding the property owners to help Rob Campbell moving forward.

## **RE: SHERIFF'S MONTHLY REPORT**

Sheriff Keith Perry reported the following activities for the month of December: 298 KSP dispatch calls, 92 Sheriff's office calls, 46 citations/criminal summons, 42 criminal arrests, 19 warrant arrests, 91 court processes, 49 vehicle inspections, 10 carry conceal licenses, and 13 drug charge arrests.

## **RE: 2024 SALARY SCHEDULE APPROVAL**

Judge Bates stated that the annual salary schedule for the year must be approved by Fiscal Court.

Upon motion by Esq. Shain and second by Esq. McManis, it is ordered to approve the salary schedule for 2024.

Motion carried unanimously

## **RE: COMMITTEE APPOINTMENTS**

Judge Bates announced his desire to maintain the same magistrate assignments for standing committees for the upcoming year. There was no objection and the assignments are as follows:

Animal Services	Roger Hartlage, Chair; Kevin McManis; Carl Tingle
Budgets, Insurance & Personnel	Danny Shain, Chair; Ed Frederick; Kevin McManis
Courthouse/Facilities Maintenance	Kevin McManis, Chair; Brad Fisher; Carl Tingle
Economic Development	Roger Hartlage, Chair; Ed Frederick; Danny Shain
Parks/Fairgrounds	Carl Tingle, Chair; Brad Fisher; Ed Frederick
Planning & Zoning/Solid Waste	Danny Shain, Chair; Ed Frederick; Kevin McManis
Road	Brad Fisher, Chair; Kevin McManis; Danny Shain

Ambulance Taxing District Reps  
Economic Development Council

Brad Fisher, Ed Frederick  
Roger Hartlage, Fiscal Court Rep

**RE: UNITED CITIZENS BANK & TRUST PAYROLL FUND REVOLVING BALANCE**

Deputy Judge Buchanan explained that the auditors require that a physical check must be written and delivered to the bank for the next day’s payroll. They have advised us to set a reserve balance which would cover the total payroll. This amount may vary, but \$75,000 in a non-interest-bearing account limited to payroll would be sufficient to prevent any issues with payroll issuance before this check is deposited.

Upon motion by Esq. Fisher and second by Esq. Frederick, it is ordered to approve the establishment of a \$75,000 revolving balance reserve account at United Citizens Bank & Trust for payroll use.

Motion carried unanimously

**RE: DISCUSSION OF ROAD CLOSURE ON TROUTMAN HILL**

Judge Bates informed the Court that in the matter of the closure of the spur at the intersection of HWY 202 and Troutman Hill Road in front of Drennon Christian Church nothing has transpired. He has been unable to speak with anyone at the Department of Transportation at a level to provide any answers on how to proceed. Joe Mobley at the Henry County DOT has a copy of the 2019 permit, but believes new engineer drawings may be required. Judge Bates will continue to get firm direction on how it can be resolved, but stated that Fiscal Court cannot pay engineering costs. There was discussion on what the church plans to do with the closed roadway.

**RE: CLAIMS & TRANSFERS**

Upon motion by Esq. Fisher and second by Esq. McManis, it is ordered to approve the following claims and transfers:

General Fund	\$368,404.48
Road & Bridge Fund	88,672.95
Jail Fund	19,221.28
LGEA	65.28
ABC	2,195.93
Fair Fund	<u>1,489.46</u>
<b>Total</b>	<b>\$480,049.38</b>

<b>From:</b> 014909 (Transfer Out General)	\$75,000.00
<b>To:</b> 034910 (Transfer In Jail)	\$75,000.00

<b><u>From:</u></b> 0192009990 (Reserve For Transfer)	\$1,000.00
<b><u>To:</u></b> 0150207230 (Coroner Vehicle)	\$1,000.00
<b><u>From:</u></b> 0192009990 (Reserve For Transfer)	\$214.39
<b><u>To:</u></b> 0150705760 (P & Z Mileage)	\$214.39
<b><u>From:</u></b> 7892009990 (Reserve For Transfer)	\$3,977.82
<b><u>To:</u></b> 7850507420 (Sheriff Building Purchase)	\$3,977.82
<b><u>From:</u></b> 8092009990 (Reserve For Transfer)	\$20.42
<b><u>To:</u></b> 8054014110 (Custodial Supplies)	\$20.42

Motion carried unanimously

## **RE: PUBLIC COMMENTS**

Judge Bates opened the floor for public comments, and there were none.

## **RE: COURT COMMENTS**

Esq. Tingle shared his concern with the Union Church Road sliding on the hillside and with the crossroads at HWY 22 and 322 where drivers are not stopping at the flashing lights.

## **RE: ADJOURNMENT**

Upon motion by Esq. McManis and second by Esq. Shain, it is ordered by the Court to adjourn and each Magistrate, the Judge/Executive, and the County Attorney shall receive a typed copy of these Minutes prior to the next regularly scheduled meeting.

Motion carried unanimously

**S/ Denise Perry**  
**DENISE PERRY**  
**FISCAL COURT CLERK**

**S/ Scott Bates**  
**SCOTT BATES**  
**JUDGE/EXECUTIVE**

Date Approved: **February 20, 2024**