

BOARD OF COUNTY COMMISSIONERS

March 19, 2013

Jack Carpenter called the meeting of the Chautauqua County Board of Commissioners to order on Tuesday March 19, 2013 at 8:30 a.m. in the commission room of the courthouse. Commissioner Goff Searl was present as was County Counselor Larry King. Deputy County Clerk Helen Matthews was also in attendance.

Joel Haden, Road & Bridge Supervisor gave his weekly work report. Staff hauled rock at Rd 23 & Cowboy Rd going east. Rock was applied at Independence Rd & Rd 23 north about 1 mile and also south for ½ mile. Independence Rd & Road 29 also received rock north of Hardrock cemetery in Salt Creek Township. Staff have finished maintenance on Road 2 and added some rock down to Kenny & Justin Bates houses. Crews are also working at Road 16 & Gallop going west 1.5 miles. Rd 3 & Junction Rd north of Highway 166 also needs rock and now that the bicycle tour is done progress will be made there. The right-of-way on Indian Rd & Rd 30 has been cleared of trees. Staff is ready to insert a pipe north of the low water crossing at Danny Thorne's. Joel will prepare a surplus equipment list and have it ready for commissioner review by end of March. He feels the best outcome would occur by posting on Purple Wave auction site. The KCAMP-Risk Avoidance Program grant was discussed. Bridge weight limit signs, delineators, and tarps for trucks were discussed as possible purchases which could be covered by the grant. Commissioners urged Joel to follow through on grant application and not let this money set. The hole on the bridge 1/8 mile south of Marshall Rd & Rd 7 is due to normal settling. An old gas line near Danny Thorne needs to be moved. It is 4" orange poly, and has no gas in it at this time. Phone lines through this area have also been abandoned. Reflectors are needed on Bronco Rd & Road 29 1-1/2 mile west of Fogarty headquarters.

No objections were made so Goff moved to approve CMB license for Sedan Country Club. Jack seconded and motion was approved. Jack signed the license.

Goff Searl indicated he would be attending the SEK County Officials Association Regional spring meeting held in Fort Scott. The next meeting will be held in Chautauqua County in the fall.

Commissioners discussed the panic buttons. Goff moved to have the commissioner's panic button removed. Jack seconded, motion carried.

Jeannie Beason presented Jodi Abington's concerns with the job description previously presented for Annetta Kelley's position with the South Central Kansas Area Agency on Aging and the Chautauqua County Council on Aging. The position is as a volunteer and the original job description submitted was more for a paid position. Goff Searl moved the simplified and amended job description for County

Aging Representative provided by Abington be approved as of March 19. Jack Carpenter seconded, motion carried.

Commission chairman signed a letter reappointing Allen Moore to the Board of Directors of the South Central Kansas Area Agency on Aging.

Discussion was held concerning report of the commission meeting held March 12 as reported by Susan Shaff who was in attendance. Readers are reminded these are not "official minutes".

Jim Bruner joined meeting @ 9:15. Bruner is concerned that dumpster placement on slab be modified so people cannot dump items in front of dumpsters which could be potential hazard. He also feels there is a need for a good load of gravel at entrance. Bruner thinks the wrong decision was made concerning official newspaper. Ambulance District budgets were also discussed. Over the last two years ambulance districts have been running a deficit. Bruner would like commissioners to consider budgeting more in the future and asked when that process would begin. Commissioners asked if raising the 2014 mil to around 6 would cover costs. The high rate of delinquent taxes was noted as also providing problems for the budgets. The new jail was discussed and Bruner questioned the wisdom of providing in-house meals and laundry services. Bruner left meeting at 9:54.

Change order #2012-53 was approved.

Crystal Wade joined meeting at 9:58. Department head recommendations for policy & procedure handbook were reviewed. Nepotism, chain of command for reporting incidents, longevity pay, human resource responsibilities pertaining to maintaining personnel files, annual submission of valid driver's licenses and certification licenses, reporting change in status of driving license to clerk's office, inclement weather plan, employee use of sick leave at end of probation (90 days), amount of leave taken at one time, AG opinion #2004-13 concerning entire sheriff's department not having to comply with county policy, sherriff feels no disciplinary action should be placed in personnel files, harassment procedure, use of county vehicles by unauthorized individuals, and employee opposing elected official were all topics discussed. Also discussed was uniformly applying "Department head, elected official or Board of Commissioners" language throughout manual. Larry King, County counselor, defined "personal service". Full-time employee definition as to leave time, promotion policy and Commissioners establishing a pay plan & evaluation tool were also discussed. Commissioners requested that Crystal prepare information for discussion regarding a Pay Plan for the next meeting. Crystal left meeting at 11:39.

Annetta Kelly joined meeting at 10:21. At 11:40 discussion began on her job description. She wants to keep job description name as "County Aging Director". Discussion was held as to previous job description duties. A new description reflecting Kelley and Abington's views will be formulated for approval at the March 29 meeting. Kelley reported on the South Central Kansas Area Agency on Aging meeting held on Wichita on March 14. The agenda included reports and discussions

on drug testing, KanCare coverage, auditor's report on housing, Arkansas City's former director's fraud arrest, and funding for meals on wheels. Sandra Zeh, the KS Dept. of Health & Environment out-station eligibility specialist was available for questions.

Goff made a motion to accept the minutes of March 12, 2013. Jack seconded the motion. Motion carried 2-0.

Larry King informed the commissioners that Dennis Bayless wants to create a new cemetery in the Lone Cherry area. King reported anyone can form a cemetery association but cannot receive taxes. If they want taxes they have to establish the cemetery through commissioners.

Larry King, updated commissioners on Molly Crossland property. County made a mistake in identifying property but that does not negate the principle of \$547.56 for 2006 tax that is delinquent. Issue will be tabled until all commissioners can discuss at next meeting.

Goff made a motion to adjourn the meeting at 12:20 p.m. Jack seconded the motion. Motion carried 2-0.

Goff Searl, First District Commissioner

Jack Carpenter, Third District Commissioner, Chairman

ATTEST:

Helen Matthews, Deputy County Clerk