

BOARD OF COUNTY COMMISSIONERS

February 27, 2015

Chairman Goff Searl called the meeting of the Chautauqua County Board of Commissioners to order on Friday, February 27, 2015 at 8:30 a.m. in the commission room of the courthouse. Commissioner Jack Carpenter and Danny Williams were present as was County Counselor Ruth Ritthaler and County Clerk Janice A. Fine. Danny Williams opened the meeting with prayer.

Minute's approval: Danny Williams made a motion to approve the minutes of February 17, 2015 as presented. Jack Carpenter seconded the motion. Motion passed 3-0.

Joel Haden, Road & Bridge Supervisor, provided his weekly road report. Crews are hauling rock to the following locations: Rd 32 and Cowboy, Marshall and Rd 13, Rd 8 and HWY 166 north and south of the highway, Dalton and Rd 5. Ice control chips hauled for Cedar Vale and Sedan. Right of way worked at Rd 22 about Marshall. Crews graded the North-east section of the county. Crews finished a right of way at Rd 11 and Junction. Crews trimmed trees north of Cedar Vale around Saddle and Rd 2. Stop signs replaced in different areas as needed. Lariat and Rd 4 a dead-end sign was replaced. Department of Labor (DOL) was on site to review employee safety. Kansas Department Of Transportation (KDOT) asked if the county wants to join the program for fracture critical bridges. KDOT would inspect and fix (80% of cost) issues as necessary. Commissioners approve joining the program. Building fund is to cover the cost of Road and Bridge remodel. Jack Carpenter made a motion to pay for the remodel, 1st floor, for the new road and bridge office in the amount of \$1,517.97. Danny Williams seconded the motion. Motion carried 3-0. Commissioners brought particular road conditions they want Haden to review.

Danny Williams made a motion to go into executive session for 10 minutes at 8:47 to include Ruth Ritthaler, County Counselor for attorney/client privilege. Jack Carpenter seconded the motion. Motion carried 3-0. Goff Searl called the regular meeting back in session at 9:02 a.m. No action was taken as a result of the executive session.

Jeanie Beason, Health RN joined the meeting to ask commissioners to sign a contract for Health Services. Danny Williams made a motion to sign the contract. Jack Carpenter seconded the motion. Motion carried 3-0. Tim Nordell joined the meeting as observer.

Jim Duncan joined the meeting for approval for advertisement of the upcoming Noxious Weed public meeting. Commissioners approve. Duncan provided a travel for approval. Commissioners ask that he present this information to the HR Administrator who then brings all travel to commissioners for approval.

Renatta Kubit, Emergency Management Coordinator joined the meeting to let commissioners know that classes have been scheduled for NIMS training. All firefighters need to be certified in their specific level. Kubit provided documentation for commissioner's review.

Linda Kline, SW Department Head joined the meeting to provide commissioners with the department monthly report. Fuel Tax Refund Permit needs the chairman's signature. Chairman signed the documents. Kline talked about her part time employee Sherry Johnson's retirement date. There was discussion regarding her replacement. There was discussion regarding using current employees to provide the necessary work rather than hiring a new employee. Kline stated she could not work with a smoker as she is allergic to smoke and candles. Kline and commissioners will review possibilities and discuss at the next meeting or when Kline is available.

Lisa Hudson, Treasurer joined the meeting to discuss travel for her employee to Topeka. A special request is for meals based on health needs. Hudson presented a travel request for her trip as well. Hudson was advised that all travel requests need to be given to Crystal Wade, HR Administrator as she presents all travel requests after verification of the event expenses. Hudson provided commissioners

with an explanation regarding daily's and how the process works from her end. There was sharing of process information and questions regarding that process. Commissioners thank Hudson for bringing information they were unaware of. Searl stated it was important that the county follows the auditor's request.

Crystal Wade, HR Administrator brought travel requests for commission approval. Hudson remained as observer. Commissioners approved the travel and signed the requests. Wade provided her timesheet for their approval. Kansas Association of Counties (KAC) wage survey and their survey site is ready for input. Our county information will be entered very soon. Technology Net will be providing on-line training prior to entering county data. Wade had a department head meeting. R&B has requested that smokeless tobacco be included in the smoking policy. Commissioners will discuss this issue with Joel Haden, R&B Supervisor. Wade provided information of traffic to the county web-site. Wade has been working on the website to include information provided by cities in Chautauqua County. Employee anniversary recognition was discussed. Quarterly luncheon was discussed for employees.

Ruth Ritthaler, County Counselor requested an executive session. Danny Williams made a motion to go into executive session with Ritthaler and Crystal Wade, HR Administrator to discuss non-elected personnel for 15 minutes at 10:53 a.m. Jack Carpenter seconded the motion. Motion carried 3-0. Goff Searl called the regular meeting back in session at 11:08 a.m. No action was taken as a result of the executive session.

Janice Fine, County Clerk brought the following to commissioners: 1) Commissioners reviewed the Kansas Clean Air Act. 2) A letter received from District Court that Judge Cullins would appear before commissioners on March 23, 2015 to discuss budget issues.

Danny Williams made a motion to adjourn at 11:20 a.m. Jack Carpenter seconded the motion. Motion carried 3-0.

Commissioners reviewed and approved the Warrants Payable expenses for End-of-Month expenditures as follows:

FUND	TOTAL
General Fund	\$13,919.33
Appraiser	\$2,327.80
Election	\$180.00
Health	\$2,868.49
Noxious Weed	\$322.34
Road and Bridge	\$21,523.92
County 911	\$1,495.26
Solid Waste	\$201.37
Treasurer's Auto	\$385.25
Payroll Clearing Fund	\$66,768.97
TOTAL ALL FUNDS	\$109,992.73

Goff Searl, First District Commissioner

Danny D. Williams, Chairman, Second District Commissioner

Jack Carpenter, Third District Commissioner

ATTEST:

Janice A. Fine, County Clerk