

# **BOARD OF COUNTY COMMISSIONERS**

March 23, 2015

Chairman Goff Searl called the meeting of the Chautauqua County Board of Commissioners to order on Monday, March 23, 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 March 16, 2015 as presented. Jack Carpenter seconded the motion. Motion carried 3-0.

Joel Haden, Road & Bridge Department Head provided his weekly report. Crews are hauling rock to the following: Gallop and Rd 3 going south, Cowboy and Rd 22 one half mile south of Cowboy, Kansas and Rd 2 going west, Rd 8 south of Highway 166, Dalton and Rd 8. A culvert was installed at Union and Rd 22. A culvert was installed in the City of Chautauqua as requested by the fire dept. Paving is complete at 4 corners. Haden brought a road cut permit for Kansas Energy Company near the airport (Kansas and Rd 19). Haden needs a signature to proceed. Commissioners approve the road cut. There was discussion regarding Gallop Rd and a bridge. Haden will review the area and discuss it at the next meeting. There was discussion regarding the blacktop on Bronco Rd. Haden will review and determine the appropriate solution. Haden brought an estimate from SEARCH, LLC for the endangered American burying beetle survey around the cook bridge. This was discussion at a recent meeting per the state requirement for the survey. Cost is more than \$4,000.00. The research is done at night.

Judge Collins joined the meeting to discuss District Court budget issues. Judge offered some background on the differences between Montgomery and Chautauqua Counties. Judge request his Chautauqua County budget to mirror his Montgomery County budget. Remove a line item from his budget here and create a separate line item in the general fund to cover those expenses. The budgeted amount is a little over \$20,000.00. Commissioners will need our CPA, Rodney Burns to create a new line item in the general for the 2016 budget process. Daniel Lampson and Crystal Wade joined the meeting as observers. Lampson commented on how nice the new meeting room is.

Crystal Wade, HR Administrator brought travel for Health Department staff for commissioner's approval. Sheriff Newby joined the meeting as observer. Commissioners reviewed and signed travel requests. Wade provided her timesheet for their review. Wade brought a job description that needs commissioner's approval so she can apply for a grant. Lisa Hudson, Treasurer joined the meeting as observer. Danny Williams made a motion to approve the job description for Emergency Management Director as presented. Jack Carpenter seconded the motion. Motion carried 3-0. Wade discussed evaluations Wade gave to commissioners last week and reminded they are due April 1, 2015. Wade discussed the employee luncheon scheduled for March 31, 2015.

Lisa Hudson, Treasurer joined the meeting to ask commissioners if there had been any changes in procedures for paying bills. Interest payment sent in for the jail bond payment was discussed. Payment needs to follow procedures. The check was signed by a non signature person and Hudson was not provided with a copy of the check for the daily. Clerk asked why the issue was not brought to her attention and Hudson stated that it was not in her best interest to approach the solution in that manner. Clerk will address the issue.

Sheriff Newby received a call from the Caney Police Department and they are requesting that they house inmates in our facility and will provide transportation. Sheriff has hired a new local person

as a deputy and he will not replace his part time office help who resigned. Devin Lumley is at the academy now and doing well. There was employee discussion. Sheriff discussed vehicles that he is in the process of releasing. There are vehicles on Purple Wave right now. Commissioners and Sheriff Newby discussed general aspects for informational purposes.

Diana Clanton, Chamber representative joined the meeting to seek commissioners approval for an Easter egg hunt on the courthouse lawn on April 4, 2015 at 1:30 p.m. Commissioners approve.

Janice Fine, County Clerk brought the following to commissioners: 1) A letter received from the Kansas Law Enforcement Training Center and Sheriff mandatory training that needs to be budgeted in 2016 budget. 2) Reminded commissioners about the district meeting in Girard, KS on March 25, 2015. 3) Adding volunteer fire fighter names as requested for Fire District #6. Jack Carpenter made a motion to add Kendall Rollins, Amber Rollins and Norbert Neal to the Fire District #6. Danny Williams seconded the motion. Motion carried 3-0. 4) Advised that Public Wholesale Waster District #20 and or an associate is refinancing their bonds which require the County Clerk's signature. 5) Lawn mowing bids were opened and reviewed. Danny Williams made a motion to accept the low bid received from John Pray. Jack Carpenter seconded the motion. Motion carried 3-0. Chairman Searl asked the clerk to send letters to the two bids that were not accepted. 6) Commissioners were asked to add Wendy Kirchner to all bank accounts for signature. Danny Williams made a motion to add Wendy Kirchner as a signer on the Chautauqua County Treasurer Law Enforcement Project account. Jack Carpenter seconded the motion. Motion carried 3-0. 7) Fine asked Chairman Searl specifically that he seek assistance from her regarding issues that she manages for the county.

Ruth Ritthaler, County Counselor provided commissioners with a letter they requested she create for department heads and elected officials to attend commission meetings.

Chairman Goff Searl advised the Clerk that he will seek information from any employee regarding county business.

Danny Williams made a motion to adjourn at 10:00 a.m. Jack Carpenter seconded the motion. Motion carried 3-0.

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Goff Searl, First District Commissioner

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Danny D. Williams, Chairman, Second District Commissioner

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Jack Carpenter, Third District Commissioner

ATTEST:

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Janice A. Fine, County Clerk