

# **BOARD OF COUNTY COMMISSIONERS**

June 30, 2015

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

Minute's approval: Danny Williams made a motion to approve the minutes of June 22, 2015 as presented. Goff Searl seconded the motion. Motion carried 2-0.

Commissioners reviewed a response letter from Mary Curtis regarding mowing at Spring Creek Cemetery.

Joel Haden, Road & Bridge Superintendent provided his weekly report. Crews are hauling rock to the following: Grafton Rd, north of Quivera on Rd 22 going south, Rd 23 and Trail going east, Rd 27 and Saddle going south. Trees trimmed at Rd 23 and Quivera. Crews hauled #24 rock at Rd 27 and Indian, Junction and Rd 5 west and Junction and Rd 4 west. Crews hauled 6 to 12 inch rock on Rd 5 and Lariat north. The Special Bridge estimate is a bit less than expected \$855,084.25 total cost and \$215,083.00 is our cost. Special Bridge funds will cover the county portion.

Haden asked to select a bridge inspection engineer and notify KDOT (Kansas Department of Transportation). Kirkham and Michael were selected from the KDOT listing. Danny Williams made a motion to offer the bridge construction inspection engineer for the Cook Bridge project to Kirkham and Michael. Goff Searl seconded the motion. Motion carried 2-0.

Commissioners asked Haden to review a couple of specific areas.

Lisa Hudson, Treasurer joined the meeting at commissioners request to address specific issues identified from the County Auditor, Rodney Burns letter they received last week. Hudson offered that the January distribution was late and commissioners knew they were late because commissioners approved change orders which caused the distribution to change. Hudson creates a spreadsheet from computer generated documents and reviews all reports to verify their correct content before sending them out. The June distribution which was due out the 5<sup>th</sup> and was late as Hudson implied that motor vehicle and recreational vehicle distribution amounts was late coming to her. County Clerk offered that reports cannot be generated until the Treasurer transfers the data. Mineral distribution is forgotten by the time regular distributions come around. Mineral taxes come from the state at different times. Reconciliations for GDBG Grant funding that was received in June of 2014 and not distributed until June of 2015 was discussed. Commissioner Searl asked why it took 11 months before it was noticed. Hudson stated she found out where the money went in August of 2014 but can't say why the distribution didn't happen. Commissioner Williams talked about issues with the state regarding the distribution which must take place within 3 to 4 days of receiving the funds. Hudson offered that she has to sign a document along with the Clerk for the state to release those funds. Hudson is usually reminded by the Clerk to keep looking for those funds so a distribution can be made. Hudson said there must have been a break in communication that caused the delay in distributing the \$44,348.00 to Rural Water District #4. Searl asked if idle monies generate interest. Hudson stated no interest is earned for the warrant account as it is a simple checking account. There was discussion on funds. Searl offered this meeting is to try to decrease issues from the Treasurer's office. Commissioners stated they are responsible for the county funds. County Counselor, Ruth Ritthaler asked if someone should come in to help clear process issues. Ritthaler is concerned with the liability aspects of these issues. Ritthaler asked what plans were in place to rectify these issues and if our auditor needs to come in for a thorough review. Hudson states that all other accounts are reconciled. Ritthaler asked if

Burns came in would it be of benefit to her to get Chautauqua County records in order. Chairman Searl offered an example of how to solve issues and stated that Hudson needs to develop a plan to accomplish this. Hudson offered what the current process is and states she doesn't always have time to reconcile. Hudson offered that when she is working in her office on process and is called to the front window to assist customers she loses where and what she's doing in the process. Chairman asked what issues in the auditor letter she doesn't agree with. Hudson doesn't agree that reconciliation process is not working with the exception of the warrant account which is not balanced as there is in excess of \$400.00 that she has not been able to locate. Williams asked that all bank accounts be reconciled. Hudson offered the account shortage is being looked for but hasn't been found yet. Commissioners asked if Hudson had questions of commissioners. Chairman Searl offered that the Clerk has stated her office is receiving necessary Treasurer information in a timelier manner and this does show improvement that he appreciates.

Hudson spoke with Eric Turek of Governor Brownback's office. There is a need for a delegate to serve on the draft board for Chautauqua County. Hudson brings this information to commissioners and someone needs to be selected and an application completed on-line. Commissioners ask that this issue be placed on the next agenda for discussion.

Hudson asked that Kristi Loftin be authorized to sign on the warrant account. Bank Of Sedan account 167 and First National Bank account 203182. Danny Williams made a motion to add Kristi Loftin on the bank accounts mentioned above. Goff Searl seconded the motion. Motion carried 2-0.

Hudson offered that Loftin has passed all training tests. Commissioners are pleased with Loftin's progress.

Clerk asked Hudson if Traci Ward was still on the accounts for signature. Hudson asked that Traci Ward be removed from Bank of Sedan account 167 and First National Bank account 203182 for signing purposes. Danny Williams made a motion to have Traci Ward's name removed from signature on bank accounts stated. Goff Searl seconded the motion. Motion carried 2-0.

Commissioner Williams stated he had been approached by a citizen that a sticker was not given for a plate renewal from a citizen. Hudson offered that the stickers remain on order but this is a state problem.

Hudson has received an email from the state on what qualifies on the latest legislation for covered farm vehicles. She will research for the effective date and better understanding of the legislation.

Jim Duncan, Noxious Weed Director joined the meeting to discuss department business. Tucker Bees in Niotaze was upset that the right of way weeds have been sprayed. Tucker plants clover for his bees in that area. Duncan wants to work with Tucker to remedy the situation. Johnson grass is still a topic of conversation among citizens. Commissioners asked Duncan to review a specific area. Duncan asked commissioners about an increase in salary. Commissioners asked that we hold off until Commissioner Carpenter can be a part of the conversation.

Linda Kline, Solid Waste Department Head joined the meeting to discuss department business. Kline provided commissioners with a monthly report. Commissioner Williams responded the report looks good. Commission asked if there were any issues. Kline indicated there were not any issues. Commission asked how Amy Goode was working out and Kline indicated things were ok. Commissioners asked about the sale of the old trash truck and Kline indicated it had sold and the information is part of the deposit information on the report.

Jeremy McCully, Appraiser and Jeremy Hendren, Deputy Appraiser joined the meeting to discuss department business. The modeling and depreciation contract was presented for signature. Danny Williams made a motion to approve the contract with McCully and Associates. Goff Searl seconded the motion. Motion carried 2-0. McCully discussed the counties state report card with commissioners. Chautauqua County is in compliance per the state. Hendren was asked to come back for further

discussion on his completing all courses to become a Certified Appraiser when all commissioners are present.

Goff Searl made a motion for a 7 minute recess at 9:53 a.m. Danny Williams seconded the motion. Motion carried 2-0. Chairman Searl called the regular meeting back in session at 10:00 a.m.

Dr. McDermott, Deputy Coroner and Brett Dickens, Deputy Coroner joined the meeting to discuss the process. Ruth Ritthaler, County Counselor gave an overview of the coroner process and her task in understanding the process. Dr. McDermott summarized the process for commissioners. CQ County is in the 14<sup>th</sup> District which includes CQ and Montgomery County. State statutes were discussed for compensation. The District Coroner is Dr. Meirs from Montgomery County. Two issues for discussion are who orders the autopsies and the answer is Dr. McDermott. If he has questions he calls the district coroner for clarification. Who reimburses the coroner for services rendered? Dr. McDermott was asked many years ago if he would help the county financially and Dr. McDermott agreed to provide services and pay the deputy coroners \$50.00 per call out of his pocket even though he was not required to do so by law. Dr. McDermott increased the deputy coroner's cost to \$100.00 and if it was a time consuming call he paid \$200.00 still out of his pocket even though the county was responsible for the costs. In 2013 there were 11 calls which amounted to \$650.00. In 2014 there were 7 calls with a cost of \$900.00. So far in 2015 there have been 6 coroner calls. Issue number 2 is who pays for funeral director services and the answer per Dr. McDermott is no one. The funeral director is using their own vehicle, time and supplies. Dr. McDermott believes Deputy Coroner Brett Dickens needs to be reimbursed for his services. \$2343.00 is the retainer that Montgomery County pays. Dr. McDermott believes there is funding for other services in total \$50,000.00 for Montgomery County. Dr. McDermott offered solutions. Dr. McDermott suggests that the county pay \$100.00 per coroner call and \$200.00 for extensive calls. Dr. McDermott identifies that the paperwork alone will take a couple of hours at minimum to complete. Effective date suggested is August 1, 2015. Funeral Director cost solutions would include fair costs or perhaps a contract for costs. Coroner status should be brought up to date to reflect the quality of services provided. Chairman asked if the families of the deceased could be accountable for any of these costs. Dickens offered to work with commissioners on the transportation process. If it is a coroner call then the county is responsible for indigent and suspicious deaths. When it is a coroner call, that Coroner becomes the head of the case on scene. Dr. McDermott will never ask for an autopsy unless he feels it is required. Families who ask for an autopsy that is not believed to be necessary are informed they will have to pay for those costs. Ritthaler offered statute clarification. The possible costs were discussed. Commissioners asked to discuss this issue with Commissioner Carpenter when he is available.

Goff Searl made a motion to go into executive session with County Counselor for 10 minutes to discuss client attorney privilege at 10:55 a.m. Danny Williams seconded the motion. Motion carried 2-0. Chairman Searl called the regular meeting back in session at 11:05 a.m. No action was taken as a result of the executive session.

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

FUND	TOTAL
General Fund	\$19,910.74
Ambulance District #1	\$4,560.42
Ambulance District #2	\$13,875.00
Appraiser	\$3,393.41
Council on Aging	\$9,009.25

Fire District #8	\$1,630.23
Fire District #5	\$802.08
Elections	\$406.53
Fire District #1	\$3,619.05
Fire District #2	\$4,898.34
Fire District #3	\$2,634.39
Fire District #4	\$9,136.73
Fire District #6	\$848.59
Employee Benefit	\$(573.62)
Health	\$2,245.47
Mental Health	\$6,406.70
Mental Retardation	\$4,271.98
Noxious Weed	\$183.63
Road & Bridge	\$19,299.83
Special Rock	\$4,240.28
Juvenile Detention	\$1,684.00
Solid Waste	\$2,780.06
Treasurer's Auto	\$465.07
Road Damage Deposit Fund	\$400.00
Payroll Clearing	\$63,542.11
<b>TOTAL ALL FUNDS</b>	<b>\$179,670.27</b>

Danny Williams made a motion to adjourn at 11:06 a.m. Goff Searl seconded the motion. Motion carried 2-0.

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Goff Searl, Chairman, First District Commissioner

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Danny D. Williams, Second District Commissioner

Absent

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Jack Carpenter, Third District Commissioner

ATTEST:

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Janice A. Fine, County Clerk