

BOARD OF COUNTY COMMISSIONERS

July 20, 2015

Chairman Goff Searl called the meeting of the Chautauqua County Board of Commissioners to order on Monday, July 20, 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: Jack Carpenter made a motion to approve the minutes of July 13, 2015 as presented. Goff Searl seconded the motion. Motion carried 3-0.

Joel Haden, Road & Bridge Superintendent provided his weekly report. Crews are hauling rock to the following: South of Hale on Rd 27 and Ranch, Rd 22 to the county line north, Trail and Rd 23. Crews are clearing trees on Rd 22 and Bronco going east. An entrance was put in on Eagle and Rd 27. Haden talked with a citizen regarding Rd 23 north of Hwy 166.

Commissioners reviewed and discussed legislative information provided by the state.

Annie Blankinship, Health Department Administrator joined the meeting to discuss the 2016 proposed budget. Blankinship modified line item costs but remained with the total dollar amounts to the 2015 budget. It is important that the Health Department be funded for a health disaster. Our Health Department is contacted for assistance when any disaster happens in our general area. There was a question regarding insurance for stored immunization medication. There are safety precautions in place. The Health Department is not connected to the large diesel generator used by the courthouse. Blankinship stated that Rodger Green has located the ceiling leak and it has been fixed. Rodger Green, Maintenance Supervisor joined the meeting to explain why the big generator is not supporting the Health Department. Green will be ordering a condenser for the District Court office.

Cindy Weaver, District Court Clerk joined the meeting to discuss the District Court proposed 2016 budget. The budget requires a new server and it should be addressed every five years. There was discussion on an equipment reserve fund for District Court.

Jim Duncan, Noxious Weed Department Head joined the meeting to discuss the 2016 proposed budget. Commissioners asked if Duncan received extra monies for paperwork during the summer months. The understanding in place years ago was that the monies were paid for six months. Duncan installs signs and worked the annual report during non spraying times. The Noxious Weed and Road & Bridge Departments need to work together for the citizens of Chautauqua County. There was discussion regarding the personnel line item in both departments and how that will work for the six months he is not spraying. Commissioners will discuss this issue with Joel Haden and get back with him. Duncan asked about a salary increase. Duncan states his hourly wage is \$13.68. Brush spraying has been done for the past years by the Road & Bridge Department. There is a conflict of timing for noxious weeds and brush spraying. Duncan acknowledges that Road & Bridge is short staffed compared to prior years. Commissioners stated they need to utilize our staff to the best advantage of the citizens we serve.

Lisa Hudson, Treasurer joined the meeting to discuss the 2016 proposed budget. The budget remains the same as the 2015 budget. Hudson plans to hire a full time person

soon. There was discussion regarding the tag renewal process and the increase in postage. Hudson wanted to address the Commercial Motor Vehicle process. Hudson stated when her office transfers motor vehicle information to the Clerk her print screen shows that commercial information has transferred and provided that information to the Clerk.

Chairman Searl made a motion to recess for 8 minutes at 10:05 a.m. Jack Carpenter seconded the motion. Motion carried 3-0. Chairman Searl called the regular meeting back in session at 10:13 a.m.

Sheriff Richard Newby and Larry Robinette, Dispatch/Jail manager joined the meeting to discuss department budget proposals for 2016. The KCAMP insurance premium has increased drastically. There was discussion on how the operation is running with less staff. The jail population remains high. Robinette stated the Sheriff's Office is running better than it has for many years. Employee morale is high due to the changes in the operation. The budget does reflect additional pay increases to reflect the service they provide and brings them in line with other counties of our size. Inmate medical costs have been negotiated for contract pricing with the medical entities being used. Sheriff's Office does generate revenues coming back to the county and they continue to look for opportunities like this. Robinette talked about the jail budget. The inmate population changes from day to day and the budget has to be able to flux as needed. The jail is working as hard as they can to manage any issues without calling in for repairs unless absolutely necessary. Personnel increases are a must to compete to keep valuable employees.

Renatta Kubit, Emergency Management Coordinator joined the meeting to discuss a fireman's plaque. Kubit is asking for funds to engrave the plate and to engrave the name plates. Kubit is requesting a place in the courthouse to hang the plaques. A funding source needs to be identified by commissioners. Chairman Searl made a motion to finance the Fireman's plaque engraving for \$60.00. Jack Carpenter seconded the motion. Motion carried 3-0. Emergency Management proposed budget was discussed. Increases were identified in each line item. The budget will be reviewed with the auditor. Kubit stated Marvin King donated two computers to local fire departments for their use.

Jeremy McCully, Appraiser and Jeremy Hendren, Deputy Appraiser joined the meeting to discuss department business. The department asked for a 10% increase in the 2016 budget across the board. The cost for legal fees regarding Tax Appeals has increased. Hendren discussed applications received for the open position.

Danny Williams made a motion to go into executive session for 5 minutes to discuss non-elected personnel with Jeremy Hendren, Jeremy McCully and Crystal Wade, HR Administrator present at 11:03 a.m. Jack Carpenter seconded the motion. Motion carried 3-0. Chairman Searl called the regular meeting back in session at 11:08 a.m. No action was taken as a result of the executive session.

Linda Kline, Solid Waste Department Head joined the meeting to provide commissioners with the department monthly report. The report was discussed. The 2016 budget was reviewed.

Janice Fine, County Clerk brought the following to commissioners: 1) A support letter for Four County Mental Health grant funding. 2) A support letter for Transportation grant funding with Transit District #10. 3) Liability Insurance coverage from Todd Miller. 4) Clarifying statement that Lisa Hudson made earlier in the meeting. While the Clerk did see the document that showed a commercial vehicle transfer the transfer never happened and the Clerk stated so at that time. It seems that if money is coming in for 18 months and never being distributed it might have brought attention to this issue. A computer problem

was identified in January 2014 by Thomson Reuters on the Treasurer's side and a fix put in place. It is the Treasurer's responsibility to acquire the information so the data flows to the Clerk as it should. However, the Clerk and Treasurer developed a plan to manually input the information so distributions can be made on time for commercial vehicles moving forward.

Danny Williams made a motion to adjourn at 11:29 a.m. Jack Carpenter seconded the motion. Motion carried 3-0.

Goff Searl, Chairman, First District Commissioner

Danny D. Williams, Second District Commissioner

Jack Carpenter, Third District Commissioner

ATTEST:

Janice A. Fine, County Clerk