

BOARD OF COUNTY COMMISSIONERS

August 10, 2015

Chairman Goff Searl called the meeting of the Chautauqua County Board of Commissioners to order on Monday, August 10, 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 August 3, 2015 as presented. Danny Williams seconded the motion. Motion carried 3-0.

Joel Haden, Road & Bridge Superintendent provided his weekly report. Crews are hauling rock to the following: Bronco and Rd 26 east and west and Marshall and Rd 14 going west. A right of way was completed on Bronco and Rd 22 and a right of way will begin at Valley and Rd 31. FEMA was here last week to obtain information from Road & Bridge. Commissioners asked Haden to review a couple of areas of concern. A low water bridge was discussed. There was discussion regarding ditch drainage issues. Commissioners will review the area in question and discuss at the next meeting. Jack Carpenter made a motion to go into executive session for 10 minutes with Haden and Crystal Wade, HR Administrator to discuss non-elected personnel at 8:55 a.m. Jack Carpenter seconded the motion. Motion carried 3-0. Chairman Searl called the regular meeting back in session at 9:05 a.m. Jack Carpenter made a motion to go into executive session at 9:05 a.m. for 20 minutes to discuss non-elected personnel with Haden and Wade present. Danny Williams seconded the motion. Motion carried 3-0. Chairman Searl called the regular meeting back in session at 9:25 a.m. As a result of the executive session no action was taken.

Cindy Weaver, District Court Clerk joined the meeting to discuss the 2016 14th Judicial District budget. District Court is reducing the 2016 budget by \$4,000.00 as the server originally budgeted for 2016 will be installed in 2015 due to necessity.

Commissioners reviewed and discussed the 2016 county department proposed budget requests.

Danny Williams made a motion to go into executive session with Ruth Ritthaler, County Counselor to discuss attorney/client privilege for 10 minutes at 10:10 a.m. Jack Carpenter seconded the motion. Motion carried 3-0. Chairman Searl called the regular meeting back in session at 10:20. As a result of the executive session no action was taken.

Janice Fine, County Clerk brought the following to commissioners: 1) Informed commissioners that Wendy Kirchner was named Deputy County Clerk effective August 5, 2015. 2) Resolution 2015-05 Emergency Operations Plan was presented for signature. 3) Informed commissioners that a letter had been received for the Cedar Vale Labor Day function and asked if they wished to have an ad in the event book as they have in the past. Commissioners agreed to place the ad. 4) Presented the Health Department check register for their review. 5) Requested commission approval to remove Amy Goode from all bank accounts as signer for the Clerk's Office. Danny Williams made a motion to remove Amy Goode as signer for the Clerk's Office from all bank accounts. Jack Carpenter seconded the motion. Motion carried 3-0. 6) Asked commission for approval to add Wendy Kirchner, Deputy County Clerk to all bank accounts for signature. Danny Williams made a motion to approve adding Wendy Kirchner to all bank accounts for signature. Jack Carpenter seconded the motion. Motion carried 3-0. 7) Requested approval for the Clerk's Office to receive duplicate bank statements on all accounts for the purpose of accurate reconciliation between the Clerk and Treasurer's Office. This approach is common in other counties to ensure appropriate checks and balances between the two offices. Danny Williams made a motion to approve the Clerk receiving duplicate bank statements on all accounts at the First National and Howard State Banks in Sedan, KS. Jack Carpenter seconded the motion. Motion carried 3-0.

Danny Williams made a motion to go into executive session to discuss non-elected personnel at 11:05 a.m. for 5 minutes with Ruth Ritthaler, County Counselor and Janice A. Fine, County Clerk present. Jack Carpenter seconded the motion. Motion carried 3-0. Chairman Searl called the regular meeting back in session at 11:10 a.m. As a result of the executive session no action was taken.

Chautauqua County Human Resources has received an unofficial letter of resignation from the County Treasurer, Lisa A. Hudson. The official resignation letter to be sent to the Governor and County Election Officer is expected to be received today, Monday, August 10, 2015. Kristi Loftin, Deputy Treasurer was asked to join the meeting so commissioners could visit with her regarding the situation and welcome her to call on them for anything she might need during the interim.

Danny Williams made a motion to adjourn at 11:25 a.m. Goff Searl 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