

BOARD OF COUNTY COMMISSIONERS

September 21, 2015

Chairman Goff Searl called the meeting of the Chautauqua County Board of Commissioners to order on Monday, September 21, 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: Goff Searl made a motion to approve the minutes of September 14, 2015 as presented. Jack Carpenter seconded the motion. Motion carried 3-0.

Chairman Searl discussed the sample business card that Crystal Wade, HR Administrator provided. Commissioners like the idea that the county offices have uniform business cards. Commissioners approve Wade moving forward with department business cards.

Joel Haden, Road & Bridge Superintendent provided his weekly report. Haden discussed the quality of rock and the type of rocks used for specific issues.

Chairman Searl discussed the employee evaluations that commissioners received to complete by year-end.

Amy Goode, Treasurer joined the meeting to provide information regarding her department. Goode advised commissioners that the tax year 2014 began in the negative by \$15,000.00. Goode is working with Manatron (software vendor) to identify the cause and correct the issue. Goode asked approval to purchase Check Write module from our software vendor. The current process requires manually entering data from our system to another type of software. This allows for unnecessary manipulation of data. The new check write module will prevent such data manipulation. Goode has identified the funding within the current budget to purchase the software. There are still outstanding distribution issues that continue to be worked.

Crystal Wade, HR Administrator joined the meeting to discuss department business. 1) Wade reminded commissioners of the employee luncheon scheduled for Wednesday, September 30, 2015. 2) Asked that they review the handbook for any update requirements. 3) Reminded commissioners to input their health quest points to receive the discount for 2016. 4) Advised commissioners that the Aflac vendor will be at the courthouse this week. 5) Reminded commissioners of the employee evaluations due by year-end. 6) Discussed using a third party for our website maintenance which would be less expensive.

Janice Fine, County Clerk brought the following to commissioners: 1) An invitation to a ribbon cutting in Independence for Southeast Kansas Works. 2) Requested signature to name the Clerk as the voting delegate for KCAMP at the annual meeting in November 2015.

Danny Williams made a motion to go into executive session with Ruth Ritthaler, County Counselor for an attorney/client privilege at 10:05 a.m. for 5 minutes. Jack Carpenter seconded the motion. Motion carried 3-0. Chairman Searl called the regular meeting back in session at 10:10 a.m. As a result of the executive session no action was taken.

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

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

FUND	TOTAL
General Fund	\$ 37,454.03
Appraiser	\$3,628.23
Election	\$1,540.00
Employee Benefit	\$1,275.88
Health	\$2,353.91
Noxious Weed	\$2,507.47
Road & Bridge	\$67,473.08
Special Rock	\$3,239.68
Special Bridge	\$1,200.00
Juvenile Detention	\$1,564.00
County 911	\$1,027.20
Unreimbursed Medical	\$12.75
Solid Waste	\$5,764.53
Treasurer's Auto	\$60.59
TOTAL ALL FUNDS	\$129,101.35

Goff Searl made a motion to adjourn at 10:21 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