

# **BOARD OF COUNTY COMMISSIONERS**

January 3, 2017

Chairman Goff Searl called the meeting of the Chautauqua County Board of Commissioners to order on Tuesday, January 3, 2017 at 8:30 a.m. in the commission room of the courthouse. Commissioners Jack Carpenter and Danny Williams were present as was County Counselor, Ruth Ritthaler and County Clerk, Janice A. Fine. Niki Collier, County Clerk Elect joined the meeting as an observer. Danny Williams opened the meeting with prayer.

Minute's approval: Danny Williams made a motion to approve the December 30, 2016 minutes as presented. Jack Carpenter seconded the motion. Motion carried 3-0.

Crystal Wade, HR Administrator joined the meeting to discuss classes that the commission requested her to attend. Wade questioned what department will pay for unbudgeted classes. Commissioners funds will cover the class costs. Chairman asked for information regarding the employee flex spending account. Wade explained the process.

Jeremy Hendren, Appraiser joined the meeting to explain an email the Chairman received. The email mainly represents cities within the county. Chairman discussed the commissioner district boundaries. Ruth Ritthaler, County Counselor discussed drafting a resolution so that all future re-districting follows guidelines. 2003 was the last commission district re-districting. Tim Nordell joined the meeting as an observer.

Janice Fine, County Clerk brought the following to commissioners: 1) Minutes for December 30, 2016 for commission signature. 2) A General Acceptable Accounting Practices Resolution for signature. Danny Williams made a motion to approve the GAAP Resolution. Jack Carpenter seconded the motion. Motion carried 3-0. 3) A copy of the 2016 Commission Appointments for their review and consideration or modifications for the following meeting. 4) A mini celebration for Danny Williams 12 years of service to Chautauqua County.

Niki Collier, County Clerk Elect addressed commissioners regarding bank accounts and contact information.

Linda Kline, Solid Waste Department Head joined the meeting to discuss dumpster participation. Rural citizens pay a fee to bring their trash to the dumpsters.

Commissioners discussed the employee handbook. Commissioners wish to review the employee handbook every meeting until it is approved.

Crystal Wade, HR Administrator joined the meeting to discuss a wage increase for Linda Kline, Solid Waste Department Head. Wade brought information regarding the wage in question. Rodney Shaw joined the meeting as an observer. Commissioners will review a wage increase at the meeting on January 9, 2017.

Danny Williams made a motion to adjourn at 9:31 a.m. Jack Carpenter seconded the motion. Motion carried 3-0.

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Goff Searl, Chairman, First District Commissioner

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Danny D. Williams, Second District Commissioner

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Jack Carpenter, Third District Commissioner

ATTEST:

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Janice A. Fine, County Clerk