

# **CHAUTAUQUA COUNTY BOARD OF COMMISSIONERS**

**September 29, 2017**

Chairman Jack Carpenter called the regular meeting to order on Friday, September 29, 2017, at 8:30 a.m. in the commission room of the Court House. Commissioner Goff Searl, Commissioner Rodney Shaw, County Clerk Niki Collier, and Deputy Clerk Becky Smilko were all present. Commissioner Goff Searl opened the meeting with prayer.

Commissioner Searl motioned to approve the minutes of September 18, 2017 as presented. Commissioner Shaw gave the second, motion passed 3-0.

HR Administrator Crystal Wade reported a very productive meeting with department heads, to discuss developing a pay for performance policy. Ms. Wade supplied the Commissioners with a first draft of the updated employee handbook for review, and suggested the Commission consider designating a smoking area for employees. Ms. Wade would like discuss the new handbook again on Oct. 9<sup>th</sup>. She then informed the Commission about the upcoming open enrollment time for employee health insurance in October adding she included a reminder and calendar in all employee paystubs.

Linda Kline from the Solid Waste department joined, stating she had been contacted by an individual interested in purchasing property the county has for sale in Cedar Vale. Marvin Capps then joined the meeting. Mr. Capps expressed his interest in the Cedar Vale property and requested the sale price. Commissioner Searl stated he would like to recoup what the County had spent on the property. Mr. Capp expressed his concern about the cost to clean up debris at the location. Commissioner Carpenter stated he would defer to Commissioner Searl since it is in his district. Commissioner Shaw stated he wished to go a different direction with the property, and asked Mr. Capps his plans for the property. Mr. Capps explained he would like to build a home there in the future. Commissioner Searl moved to sell a total of four lots for a total of \$750 with an easement for the current dumpster site, subject to Counselor Ritthaler drawing up the paperwork. Mr. Capps agreed. Commissioner Shaw provided the second. Motion passed 3-0. Mr. Capps provided \$500.00 as a deposit in good faith on the property and received a receipt from the Clerk.

Mrs. Kline request approval to give the new part time clerk a raise to be reflected on the current pay period, stating she has completed her first 90 days with the County and is exceeding Mrs. Kline's expectations. Commission approved.

Mrs. Kline then provided information regarding severely delinquent accounts and requested approval to write them off. Commissioner Carpenter moved to write off three delinquent accounts, as requested. Commissioner Searl gave the second, motion passed 3-0.

County Clerk Niki Collier reminded the Commission that anytime 2 or more of the Commissioners are together a quorum (majority) is created, and that County business should only be discussed during an open meeting.

Mrs. Collier informed the Commission on information she had received about ransomware and discussed preventative measures. Email correspondence from SCKEDD was provided to

the Board and the November meeting of the Association of Counties was discussed. Commissioner Shaw will attend to represent the County. County Counselor Ruth Ritthaler joined the meeting.

Commissioner Shaw moved to approve a letter of support to Four County Mental Health in their effort to apply for a Justice Assistance Grant (JAG). Commissioner Searl gave the second. Motion passed 3-0.

County Attorney Ruth Ritthaler submitted a request for approval to use monies in the Attorney's diversion fund to contract a juvenile attorney to assist with severance of parental rights cases or other juvenile matters. Commissioner Searl moved to approve the request and Commissioner Shaw gave the second. 3-0.

Darlene Adkins joined the meeting to discuss a private cemetery that has her mistakenly named as a contact. Ms. Adkins stated she attempted to resolve this matter in 2016. Treasure Amy Goode joined the meeting, stating that Ms. Adkins name was removed as the contact in 2016 and going forward Ms. Adkins name will not be reflected on tax statements. Commissioner Shaw explained that Ms. Adkins name may appear in the tax sale this year, as this sale is for previous years. Family owning the Marshall cemetery has been in contact with the Treasurer's office and they have been advised about paperwork that can be filed to exempt the cemetery for the future.

Commissioner Shaw asked if the county was still accepting job applications for the position in the Road & Bridge department? Crystal Wade stated the listing is still open in the hope of receiving a few more applications before filling the position.

Linda Kline rejoined the meeting. Commissioner Carpenter requested Mrs. Kline advertise on behalf of the Board that the County will accept bids to mow the landfill.

Commissioners reviewed and approved the mid-month expenditures for September 2017 as follows:

General Fund	\$30,236.91
Equipment Reserve	\$19,743.87
Appraiser	\$2,757.06
Election	\$1589.39
Health	\$11,693.14
Noxious Weed	\$133.78
Road & Bridge	\$33,890.55
Special Bridge	\$995.00
Special Law Enforcement	\$576.49
Juvenile Detention	\$1,764.00
County 911	\$100.00
Solid Waste	\$3,597.59
Special Parks & Rec	\$1,800.00

**TOTAL Expenditures** **\$108,877.78**

Commissioner Carpenter motioned to adjourn the meeting at 11:25 a.m., seconded by Commissioner Searl, motion passed 3-0.

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Goff Searl, First District Commissioner

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Rodney Shaw, Second District Commissioner

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Jack Carpenter, Chairman, Third District Commissioner

ATTEST:

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Niki Collier, County Clerk