

CHAUTAUQUA COUNTY BOARD OF COMMISSIONERS

September 28, 2018

Chairman Rodney Shaw called the regular meeting to order on September 28, 2018, at 8:30 a.m. in the commission room of the Court House. Commissioner Jack Carpenter, Commissioner Goff Searl, Counselor Zoe Newton, Clerk Niki Collier, and Deputy Clerk Becky Smilko were all present. Commissioner Goff Searl opened the meeting with prayer.

Commissioner Searl moved to approve the minutes of September 17, 2018. Commissioner Carpenter gave the second and the motion passed 3-0.

County Clerk Niki Collier discussed the recommendation from D&A Electrical to install a remote annunciator on the 1st floor during installation of the new fire alarm system. The Board stated they would consider that at a later date. Mrs. Collier presented bids for paper and discussed the fact that nationwide there has been an increase in the price of paper. The board approved purchasing paper from Ettingers since they were the most cost-effective.

County Counselor Zoe Newton presented a waiver and release of liability for review. After discussion and consideration, the waiver was approved for use by any courthouse volunteer.

Shelly Buck joined the meeting to request permission to use the courthouse to set up the annual community Angel Tree. The Board feels that it is good for the community and would like to continue the practice.

HR Administrator Crystal Wade joined with representatives from USI. Ms. Wade presented travel request for approval. Trent Nichols and Josh Turner presented an employee benefits guide that will be introduced to the employees at open enrollment. Mr. Nichols suggested implementing a wellness plan during next year's annual renewal.

Amy Goode, Laura Beeson, and Jennifer McNown joined the meeting. Bill Maness with Syndeo, a Human Resources outsourcing company, presented information about the services that his company provides. Mr. Maness stated as he had previously explained to Commissioner Searl, Syndeo provides payroll processing, benefits management, risk management, and human resource services. A discussion was held and Commissioner Shaw thanked Mr. Maness for the presentation.

Commissioner Searl stated he noticed in the employee benefits guide it stated that USI has some HR services within the plan that we are enrolled in. Mr. Nichols stated Human Resource support is already included with no additional cost and would work with the onsite Human Resource Department to maximize efficiency and

compliance. Mrs. McNown stated she felt it was a benefit to have an onsite HR Department that utilizes the same benefits as the other employees because they could better represent the needs of employees. Mrs. Goode stated she felt there would be more expense by outsourcing such as having to purchase time clocks. Mrs. Goode also stated she works closely with HR to process and make any necessary corrections to payroll and expressed concern that if payroll was outsourced, it would be more difficult to resolve such complication in a timely manner.

Commissioner Searl requested a letter be sent to Mr. Maness thanking him for his presentation and advising him, that the County is not interested in outsourcing at this time.

Mrs. Newton asked if the agenda should be amended since USI was not scheduled for an hour-long presentation. Mrs. Collier stated it was not past practice.

Treasurer Amy Goode provided a quote from Cedar Vale Lookout that reflected substantial savings if the delinquent tax list had been published through them, when compared with the County's current official paper the Prairie Star. Mrs. Goode requested the Board appoint the Lookout as the official newspaper in the coming year. Chairman Shaw stated she should bring it up again in December as they prepare for 2019.

Mrs. Wade asked if the Board had any further questions or her. They had none. Commissioner Searl moved for a 30-minute executive session for non-elect personnel, he requested that Mrs. Wade stay to answer questions regarding employees. Commissioner Carpenter gave the second, the motion passed 3-0 at 11:25 a.m.

The open meeting resumed at 11:55 a.m.

Commissioner Shaw moved to adjourn the meeting at 12:00 p.m. Commissioner Searl gave the second, motion passed 3-0.

Commissioners reviewed and approved expenditures as follows:

Fund	Amount
General Fund	\$ 19,121.22
Equipment Reserve	\$ 575.00
Law Enforcement/EMS	\$ 13,654.62
Ambulance Dist #1	\$ 4,230.00
Ambulance Dist #2	\$ 14,890.00
Appraiser	\$ 994.23
Election	\$ 1,620.86
Health	\$ 8,154.64
Noxious Weed	\$ 1,836.09
Road & Bridge	\$ 22,216.46
Special Bridge	\$ 300.00
County 911	\$ 1,381.56
Solid Waste	\$ 1,910.72
Treasurer's Auto	\$ 320.68
Total Expenditures	\$ 91,206.08

Goff Searl, First District Commissioner

Rodney Shaw, Chairman, Second District Commissioner

Jack Carpenter, Third District Commissioner

ATTEST:

Niki Collier, County Clerk