

CHAUTAUQUA COUNTY BOARD OF COMMISSIONERS

November 19, 2018

Chairman Rodney Shaw called the regular meeting to order on November 19, 2018, at 8:30 a.m. in the commission room of the Court House. Commissioner Jack Carpenter, Commissioner Goff Searl, Clerk Niki Collier, Deputy Clerk Becky Smilko and County Counselor Zoe Newton were all present. Commissioner Goff Searl opened the meeting with prayer.

Commissioner Searl moved to approve the minutes of November 13, 2018. Commissioner Carpenter gave the second and the motion passed 3-0.

Commissioner Searl then moved to approve the minutes of the November 13th Canvass. Commissioner Carpenter gave the second and the motion passed 3-0.

Road & Bridge Superintendent Joel Haden informed the Board that rock had been applied to the Independence shortcut at Road 24 & Road 26, and Lariat & Road 27. Mr. Haden stated that the Oak Hill cemetery sign has been installed. A resignation letter has been received, and an ad will be placed to fill the position of truck driver. Commissioner Searl stated a stop sign at Road 6 & Marshall was in need of attention.

County Clerk Niki Collier updated the Board regarding a heater that had been repaired in the building.

Health Department Administrator Annie Blankinship reported that the Sedan drive through Flu Clinic had good participation, while Cedar Vale Flu Clinic numbers were average. Mrs. Blankinship discussed school inspection training that she recently attended and her plans to develop a checklist to complete school inspections as required by KSA 65-202.

Emily Powell of Solid Waste Department requested permission to abate \$1.50 in late charges that had been applied to accounts after the delinquent amount was applied to the individual's property taxes, the Board approved. Mrs. Powell discussed her plans for updating the list of Solid Waste accounts to ensure accuracy in trash collection and billing. Through this process, Mrs. Powell will compile a list of delinquent accounts that will be turned over to a collection agency.

HR Administrator Crystal Wade provided travel requests for approval. Ms. Wade requested moving the date that timesheets are provided to her in December to allow adequate time for processing around the holiday closings, the Board approved. Ms. Wade stated that currently the employee handbook is under review by USI lawyers for updates and inquired if the Board would like to make any changes. Commissioner Shaw questioned why USI, the County health insurance broker, was reviewing the employee handbook. Ms. Wade stated HR assistance is one of the services that USI provides to the County at no increased cost. County Counselor Zoe Newton suggested some language changes to the handbook for legal reasons.

Commissioner Searl inquired as to whether or not unemployment documents filed with the State of Kansas are considered open records? Ms. Wade will check with the State of Kansas and report back.

Commissioner Shaw motioned to adjourn the meeting at 9:55 a.m., seconded by Commissioner Carpenter, motion passed 3-0.

Goff Searl, First District Commissioner

Rodney Shaw, Chairman, Second District Commissioner

Jack Carpenter, Third District Commissioner

ATTEST:

Niki Collier, County Clerk