

CHAUTAUQUA COUNTY BOARD OF COMMISSIONERS

December 10, 2018

Chairman Rodney Shaw called the regular meeting to order on December 10, 2018, at 8:30 a.m. in the commission room of the Court House. Commissioner Jack Carpenter, Clerk Niki Collier, Deputy Clerk Becky Smilko, County Counselor Zoe Newton and Parker Massey were all present. Commissioner Rodney Shaw opened the meeting with prayer.

Commissioner Carpenter moved to approve the minutes of Monday, December 3, 2018. Commissioner Shaw gave the second, and the motion passed 2-0.

Road & Bridge Superintendent Joel Haden stated that rock had been applied to multiple locations. Mr. Haden stated a bid for culverts had been received and presented a bid for a new desk for the office. Commissioner Shaw asked for information regarding the condition of the current desk and the cost of the quote. Mr. Haden stated that Jennifer McNown would be better able to answer his questions. Commissioner Carpenter stated that Bronco Road required attention.

John Riggins of Kirkham Michael joined the meeting and discussed replacing bridge W-10-1042 located near Road 23 and Lariat. County Counselor Zoe Newton discussed the presented contract and requested for clarification regarding payments to be made. At 8:50 a.m. Commissioner Goff Searl entered the meeting. Commissioner Carpenter moved to enter an agreement with Kirkham Michael for engineering services on bridge W-10-1042. Commissioner Searl gave the second, and the motion passed 3-0. Mr. Riggins advised the Board that grant funds are available for road signs and the Commissioner's signed an agreement to apply for funds. Mr. Riggins further stated that it was a good idea to establish a local road safety plan that would allow KDOT to identify the top ten needed repairs and could make State funds available for the County. Commissioner Shaw asked if the application would commit the County to completion of the suggested projects and Mr. Riggins stated it would not be a commitment and a wait list may take several years. Commissioner Carpenter requested Mr. Massey's opinion on the discussion. Mr. Massey stated it sounded like a good deal for the County. Commissioner Searl moved to approve the Safety Plan Funding Application. Commissioner Shaw gave the second, and the motion passed 3-0.

At 9:30 a.m. Commissioner Shaw moved for a 45-minute executive session for non-elect personnel to conduct employee reviews. Commissioner Searl gave the second, and the motion passed 3-0. At 9:50 a.m. the regular meeting resumed.

Jennifer McNown and Lana Hatton presented an update regarding the County's pesticide registration and stated the current certificate is good thru June 2019. This registration allows non-certified employees to sell chemicals for citizens to apply. Commissioner Shaw stated going forward payments for chemical sales would be collected in the Road and Bridge office and a receipt would be taken to the shop for pickup of the chemicals. Mrs. McNown stated that the Road & Bridge office is open 8 to 12 and 1 to 4 everyday Monday thru Friday. Mrs. McNown will start tracking the inventory. Mrs. McNown asked that the Board keep in mind this will substantially increase the workload of herself and Mrs. Hatton, and the Board had in the past stated that a person taking on the additional responsibility of noxious weed chemicals would receive additional compensation. Commissioner Shaw stated

that previously she processed payments for chemical sales as part of her duties and directly collecting them would add very little to her workload. Mrs. McNown clarified that she only received the checks and made deposits with the Treasurer all other paperwork was handled by the department head. Commissioner Shaw anticipates that the noxious weed position will be filled in the future. Mrs. McNown satisfied questions regarding the purchase of a new office desk, stating the old one is a typewriter desk that does not work well with today's computers and is missing parts.

County Counselor Zoe Newton stated she had given thought to Commissioner Searl's concern about providing an easy reminder to the public regarding the need to notify the Sheriff's department before burning pasture. Mrs. Newton suggested a magnet or business card that says "Before You Burn Call" and include a phone number, as well as the ordinance number, may be a way to accomplish this. Mrs. Newton stated she had a few recommendations regarding the proposed employee handbook revision. Crystal Wade joined the meeting, and discussion was held.

County Clerk Niki Collier presented change orders for approval. Mrs. Collier updated the Board regarding the Economic Development fund, Equipment Reserve fund and advised the number of audit adjustments needed after the 2017 audit had decreased from previous years.

Emergency Manager Cody Collier joined the meeting and stated he was in the process of compiling information on the State five year mitigation plan for the Board to review. Mr. Collier will make the paperwork available for review and a decision by the Board in the near future. The State mitigation plan is available for review at the KDEM website www.kansastag.gov/KDEM.

Commissioners reviewed, and approved expenditures as follows:

Fund	Amount
General Fund	\$ 2,607.20
Law Enforcement/EMS	\$ 10,779.34
Health	\$ 107.46
Road & Bridge	\$ 35,308.28
County 911	\$ 18,000.00
Solid Waste	\$ 993.12
Total Expenditures	\$ 67,795.40

Commissioner Searl motioned to adjourn the meeting at 11:31 a.m., seconded by Commissioner Shaw, 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