

# **CHAUTAUQUA COUNTY BOARD OF COMMISSIONERS**

**December 30, 2021**

Commissioner Parker Massey called the regular meeting to order and opened with prayer on December 30th, 2021, at 8:30 a.m. in the commission room of the courthouse. Commissioner Deal, Clerk Niki Collier, Deputy Clerk Becky Smilko and County Counselor Zoe Newton were all present.

Commissioner Deal moved to approve the minutes of December 20th, 2021. Commissioner Massey gave the second, and the motion passed 2-0.

Commissioner Shaw joined the meeting.

Road & Bridge Superintendent Mark McCall provided the Road & Bridge report. Solid Waste Manager Melissa Ward joined for a discussion regarding the dumpster for rural customers.

Health Department Administrator Linda McNown reported the WIC audit went very well, and provided a letter regarding a medical consultant. Commissioner Deal moved to appoint Joe Robert Hutchison, M.D. as the medical consultant for Chautauqua County Health Department, effective January 1, 2022. Commissioner Massey gave the second and the motion passed 3-0.

HR Administrator Crystal Wade joined for a discussion regarding updates to the employee handbook. After the discussion Commissioner Deal moved to adopt the following changes to the employee handbook. Holidays will be set by November 1, for the following year. Remove Map Quest, and replace with "online mapping program", and remove HRe Partners from employment listings. Commissioner Shaw gave the second and the motion passed 3-0.

Commissioner Deal moved to approve Cereal Malt Beverage licenses for both on premises and off premises for Rocking LK Peru-Truck Stop. Commissioner Shaw gave the second and the motion passed 3-0.

Commissioner Deal moved to adopt the 2022 meeting calendar as presented. Commissioner Shaw gave the second and the motion passed 3-0.

Emergency Manager Cody Collier discussed funding from a grant that he is expecting to receive after the first of the year. Commissioner Massey moved for the EMPG funds to be added to the Equipment Reserve when the check is received. Commissioner Deal gave the second and the motion passed 3-0.

Commissioner Deal moved to transfer \$15,000.00 from the Appraisers funds into the Equipment Reserve. Commissioner Shaw gave the second and the motion passed 3-0.

Clerk Niki Collier provided bank reconciliations, change orders, correspondence, and the 2020 Financial Statement with the Auditor's report.

Commissioner Massey moved to approve the Claims Register for December 30th, 2021, in the amount of \$118,657.68.

Commissioner Shaw gave the second and the motion passed 3-0.

Commissioner Massey moved to approve the Payroll Register for December 30th, 2021, in the amount of \$245,395.40.

Commissioner Deal gave the second and the motion passed 3-0.

Commissioner Shaw moved to adjourn the regular meeting. Commissioner Deal gave the second, and the motion passed 3-0 at 10:19 a.m.

/s/Parker Massey

Parker Massey, Chairman, First District Commissioner

/s/Rodney Shaw

Rodney Shaw, Second District Commissioner

/s/David Deal

David Deal, Third District Commissioner

ATTEST:

/s/Niki Collier

Niki Collier, County Clerk