

COMMISSIONER PROCEEDINGS

May 29, 2020

- Call to Order: The regular meeting of the Lincoln County Board of Commissioners was held in the commission meeting room of the courthouse Monday, May 29, 2020. Chairman Randy Lohmann called the meeting to order at 10:00 a.m. with Vice-Chairman James Gabelmann and Member Alexis Pflugh present. County Clerk Dawn Harlow was in attendance as recording secretary.
- Visitors: Others present for portions of the meeting: Sarah Hageman, Brendan Mackay, Leann Bishop, Brendan Mackay, Rhonda Wright, Tami Kerth, Mona Gerstmann, Tawnya Seitz, Jeanne Goche, Ladonna Reinert and Jonathan Schale via telephone.
- Executive Session: Alexis Pflugh moved to recess into executive session for the purpose of discussing security concerns with private information for employees pursuant to K.S.A. 75-4319(2)(b)(1) to discuss personnel matters of non-elected personnel, to reconvene in the commission meeting room with just the commissioners, seconded by James Gabelmann. Motion carried. Time in 10:01 a.m. Time out: 10:06 a.m.
- Reconvene: The chairman reconvened the meeting to regular session at 10:06 a.m. with no action taken.
- Executive Session: Alexis Pflugh moved to recess into executive session for the purpose of discussing security concerns with private information for employees, pursuant to K.S.A. 75-4319(2)(b)(1) to discuss personnel matters of non-elected personnel, to reconvene in the commission meeting room, with the commission and HR (Human Resource Officer Sarah Hageman) present, seconded by James Gabelmann. Motion carried. Time in: 10:07 a.m. Time out: 10:12 a.m.
- Reconvene: The chairman reconvened the meeting to regular session at 10:13 a.m. with no action taken.
- Correspondence: Correspondence: the board signed the Highway Department entrance policy; bills for Lincoln Park Manor; and an email from Sean Petersen regarding his previous email.
- Emergency Management: Commissioner Gabelmann, in accordance with their agreement, provided the cell phone, keys, usernames, and materials for the Emergency Management office and equipment.
- Public Hearing/
CDBG-CV Grant
Application:
Resolution 2020-13: The chairman convened the public hearing at 10:40 a.m. to hear public comments regarding the CDBG-CV application to the Kansas Department of Commerce, with Brendan Mackay and Leann Bishop present. The chairman closed the public hearing. Alexis Pflugh moved to approve Resolution 2020-13, certifying legal authority and authorization to apply for the CDBG-CV from the Kansas Department of Commerce, seconded by James Gabelmann. Motion carried.
- County Treasurer: County Treasurer Leann Bishop provided current interest rates for a Windpower Economic Benefit Fund certificate of deposit that is expiring.
- Minutes Approved: Randy Lohmann moved to approve the minutes with the edits for May 18, 2020, seconded by Alexis Pflugh. Motion carried.
- Highway Department: Commissioner Gabelmann inquired about whether the County was hauling a grasshopper mower, Director of Highway Department Brendan Mackay related that he utilized his personal

- mower on personal time to mow the Sylvan Shop. The board thanked Mackay for using his equipment and requested personal equipment not be used due to insurance and liability concerns, rather Mackay should use the former courthouse John Deere mower that was transferred to the department. Mackay related that he did not contact Sean Petersen as he thought that the email asked Petersen to contact him at his convenience. Mackay presented two copies of the Southern Star Encroachment Agreement for the N 150th Rd relocation project for the board's approval. Alexis Pflugh moved to approve the commission chairman to sign the encroachment agreement with Southern Star Central Gas Pipeline Inc, seconded by James Gabelmann. Motion carried. Mackay inquired if the board wanted him to mow and maintain the roads within Prairie View Estates as he has not found records that opened the roads. Commissioner Pflugh will contact Brian Meitler regarding questions that the board asked. Mackay discussed a request from Tim Meier to remove trees and noted that there is a question as to whether the county or city is responsible for the particular roads. Mackay inquired about the following: evaluation process would prefer June and December to make it easier to budget; if the department is allowed to haul gravel from the pits, the board related spending restrictions have been lifted; the forklift, the board approved transfer to the recycling center; and requested approval to drive to work as he has been walking since January 13 after listening to the commission meeting, the board related that they did not care how he got to work. Mackay requested an executive session to discuss employment applications. Alexis Pflugh moved to recess into executive session for seven minutes for the purpose of discussing employment applications, pursuant to K.S.A. 75-4319(2)(b)(1) to discuss personnel matters of non-elected personnel, to reconvene in the commission meeting room, with the commission, Director of Highway Department Mackay, and HR Sarah Hageman, seconded by James Gabelmann. Motion carried. Time in 11:38 a.m. Time out: 11:45 a.m.
- Executive Session:
- Reconvene: The chairman reconvened the meeting to regular session at 11:45 a.m. The commission authorizes the Highway Department and HR to proceed with the interviewing process.
- Road Complaint: Commissioner Pflugh forwarded a road complaint on N 200th Rd north from E Elk Dr.
- Pay Raises: Commissioner Lohmann addressed the board regarding the wage increases that were approved last week as he has received complaints that the raises were not fair, noting employees in the highway department were given an average of \$1.08 per hour per employee compared to other department's average of \$.50 per hour per employee. Lohmann related that he wanted to amend the budget by the \$100,000 that was carried over from 2019 to provide pay increases, requesting all other departments to identify the placement of their staff on the pay scales approved and utilize the funds to increase wages and fund the other half of the emergency management salary. Commissioner Pflugh commented that the highway department salary budget line item was not increased over 2019, and some employees will receive \$0. It was discussed that the board decreased the highway department work force when completing the 2020 budget from 26 to 23. James Gabelmann moved to recess the meeting for lunch at 12:06 p.m. The chairman recessed the meeting at 12:06 p.m. and will reconvene at 12:45 p.m.
- Reconvene: The chairman reconvened the meeting to regular session at 12:45 p.m.
- Pay Raises: Commissioner Lohmann discussed the pay raise. Commissioner Pflugh commented that the board paid County Clerk Harlow to complete the duties of two positions (HR position) and didn't seem to have a problem paying her to do two jobs. Clerk Harlow related that the board

compensated her for hours after the normal work day, working evenings, weekends and holidays, while employees are still working the same number of hours, and that additional compensation was approved by the board until the board hired a Human Resource Officer. Commissioner Lohmann requested Human Resource Officer Hageman to request the departments to place employees on their pay scale and Commissioner Gabelmann asked her to poll the department heads to see what kind of remedy they want by June 8.

- Employee Handbook:** Human Resource Officer Hageman presented the handbook changes discussed for the board to review. Commissioner Gabelmann requested that Hageman forward the handbook to a few employees, non-elected, and ask them to review to determine if they have any concerns or suggestions. Commissioner Pflugh related that it should go to supervisors and not employees. After discussion, Hageman will provide the handbook to department heads.
- Nursing Home:** Jonathan Schale, Lincoln Park Manor, via telephone, reported that the Assisted Living Facility fire panel is not working and will need replaced. After discussion, the board approved the repair.
- CDBG-CV Grant Application Approved:** Alexis Pflugh moved to approve the chairman to sign all applicable forms for the CDBG-CV forms, seconded by Randy Lohmann. Motion carried. (Statement of Assurances and Certifications, Applicant/Recipient Disclosure/Update Report, Residential Anti-displacement and Relocation Assistance Plan under Section 104(d) of the Housing and Community Development Act of 1974, as Amended, and Determination of Level of Review)
- Executive Session:** Hageman requested an executive session to review applicants for employment. Randy Lohmann moved to recess into executive session for thirty minutes for the purpose of discussing employee applications pursuant to K.S.A. 75-4319(2)(b)(1) to discuss personnel matters of non-elected personnel, to reconvene in the commissioners room on conclusion, with the commissioners and HR Director (Hageman), seconded by Alexis Pflugh. Motion carried. Time in: 1:40 p.m. Time out: 2:10 p.m.
- Reconvene:** The chairman reconvened the meeting to regular session at 2:13 p.m. with no action taken. The commission approved HR to schedule interviews.
- Hospital Budget:** Lincoln County Hospital Administrator Jeanne Goche and Chief Financial Officer Tawnya Seitz provided the Hospital 2020 budget and explained each of the line items. Goche discussed hospital activities and reported that the hospital has hired three mid-level positions and discussed changes with the expectations of those positions.
- Accounts Payable Approved:** James Gabelmann moved to approve the accounts payable dated 28 May in the amount of \$522,115.43 Seconded by Randy Lohmann. Motion carried.
- Payroll Approved:** James Gabelmann moved to approve payroll distribution of 25 May of this year in the amount of \$194,056.82, seconded by Randy Lohmann. Motion carried.
- Adjourn:** The chairman adjourned the meeting at 3:08 p.m. until 10:00 a.m. Monday May, 29, 2020 in the commission meeting room of the courthouse.

Board of Health Called to Order: The Lincoln County Board of Commissioners sitting as the Lincoln County Board of Health was called to order at 3:08 p.m. with Health Nurse/Administrator Ladonna Reinert and County Treasurer Lean Bishop present.

Recommendations Presented: Health Nurse/Administrator Ladonna Reinert presented recommendations on re-opening Lincoln County. Reinert explained that with no active cases in the county the Health Officer cannot make specific orders, however she has had several calls inquiring. Reinert met with the EOC and all believe that it is important to make recommendations so that businesses and individuals can make informed decisions. Reinert also related that some businesses will choose to open or remain closed while other businesses will be required to take steps according to their licensure regulating agency's regulations. The board approved the recommendations as presented.

Adjourn: Chairman Lohmann adjourned the Lincoln County Board of Health at 3:36 p.m.

Called to Order: Chairman Lohmann reconvened the Lincoln County Board of County Commissioners at 3:36 p.m. Alexis Pflugh moved to reopen the courthouse to regular operating hours, seconded by Randy Lohmann. Motion carried. (East basement door will remain locked and will no longer be accessible to the public)

Emergency Management: The board recessed to the emergency management office to allow James Gabelmann to provide instruction on equipment located within.

Motion: The board returned from the emergency management office at 4:14 p.m. Alexis Pflugh moved to approve access to all emergency management equipment and office to all members of the commission, seconded by Randy Lohmann. Motion carried.

Adjourn: The chairman adjourned the meeting at 4:17 p.m. until 10:00 a.m. Monday, June 1, 2020 in the commission meeting room of the courthouse.