

COMMISSIONER PROCEEDINGS

July 30, 2018

- Call to Order: The regular meeting of the Lincoln County Board of Commissioners was held in the basement meeting room of the courthouse Monday, July 30, 2018. Chairman Terry Finch called the meeting to order at 8:00 a.m. with Vice-Chairman Alexis Pflugh present and Member Al Joe Wallace absent. County Clerk Dawn Harlow was in attendance.
- Visitors: Others present for portions of the meeting: Cynthia Nelson, Sharon Dohe, Howard Wehrman, Rhonda Wright, Leann Bishop, Michel O’Hare, Robert Howe and Debora Zachgo.
- Minutes Approved: Alexis Pflugh moved to approve the minutes of the July 23, 2018 regular meeting as presented, seconded by Terry Finch. Motion carried.
- Payroll Approved: Alexis Pflugh moved to approve July gross payroll in the amount of \$195,569.16, seconded by Terry Finch. Motion carried.
- County Appraiser: County Appraiser Rhonda Wright presented the 2019 budget request in the amount of \$110,504 which is \$2,661 more than the amount approved for the 2018 budget. Wright related that the following townships will be re-inspected for 2019: Beaver, Battle Creek and Orange, noting that the City of Lincoln portion of Beaver Township has been completed.
- County Treasurer: County Treasurer Leann Bishop presented a bid to upgrade the electrical service in the driver’s license room to accommodate new equipment. **The board asked for additional bids.** Bishop provided the following 2nd quarter 2018 Treasurer Quarterly reports: Treasurers Special Vehicle Fund Balance – \$14,224.95; and Interest Earned on Idle Funds - \$9,613.14. Pflugh inquired if the former Commission meeting room would be sufficient in size to accommodate the driver’s license equipment, to potentially give Human Resources additional space for files, if the department would be moved from the County Clerk’s Office.
- County Clerk: County Clerk Harlow presented the 2019 budget request in the amount of \$97,783 which is \$15,164 less than the amount approved for the 2019 budget, which reflects moving Human Resources to a separate budget line item and budgeted for a part-time employee rather than a full-time employee. Clerk Harlow presented the budgets and budget calculations for the following: County Commissioners, Courthouse (General Expenses), Transportation Bus, Rescue Squad, Recycling, Economic Development, Historical Society, Special Alcohol & Drug, Services for the Aged, Nursing Home, Hospital, Promotion & Advertising, Abandoned Cemeteries, Computer/Software Maintenance contracts, Recreation Commission, LEP Program, Liability Insurance and Human Resources. Clerk Harlow provided some ideas on rearranging offices within the courthouse that would allow for office space for the County Attorney and staff, without having to complete construction work. Harlow suggested that the County could instead pay a lesser amount for upgrades to electrical, network cabling and office equipment to better utilize the current offices and each department’s needs.
- Highway Department: Public Works Director Michel O’Hare presented an updated estimate to gravel roads requested by Steve Schneider in Cedron Township. O’Hare provided the State’s response regarding ownership of the Highland Lake dam. Road and Bridge Supervisor Robert Howe provided an update on projects being completed by road and bridge crews. O’Hare requested approval to

employ Tim Lyne as a full-time motor grader operator upon successful completion of pre-employment testing. Terry Finch moved to employ Timothy Lyne as a full-time motor grader operator, starting wage \$12.80 per hour, effective upon completion of pre-employment testing, seconded by Alexis Pflugh. Motion carried.

Executive Session: Human Resource Officer Debora Zachgo reported that EMT Heather Keehner has completed her first six months of employment and requested the customary salary increase. Alexis Pflugh moved to recess into executive session for five minutes from 9:39 a.m. – 9:44 a.m. to examine an employee evaluation, pursuant to K.S.A. 75-4319(2)(b) to discuss personnel matters of nonelected personnel, with Human Resource Officer Zachgo present, seconded by Terry Finch.

Reconvene: Motion carried. Reconvening location: basement meeting room

Merit Increase: The chairman reconvened the meeting to regular session at 9:44 a.m. with no action taken.

Motions: Terry Finch moved to grant a fifty cent per hour merit increase to Heather Keehner for the completion of the first six months of employment, effective July 26, 2018, seconded by Alexis Pflugh. Motion carried.

Adjourn: Terry Finch moved to approve accounts payable in the amount of \$433,612.05. Motion died for a lack of a second.

Alexis Pflugh moved to adjourn the meeting at 10:21 a.m. seconded by Terry Finch. Motion carried. The next meeting will be at 8:00 a.m. Monday, August 6, 2018 in the basement meeting room of the courthouse.