

## COMMISSIONER PROCEEDINGS

July 17, 2023

- Called to Order:** The Lincoln County Board of Commissioners met in the courthouse commission meeting room Monday, July 17, 2023. Chairman Dennis Ray called the meeting to order at 8:30 a.m. with Vice-Chairman Darrell Oetting and Member Debora Smith present. County Clerk Dawn Harlow was in attendance as recording secretary.
- Visitors:** Others present for portions of the meeting: Dustin Florence, Jesse Knight, Tami Kerth, Elizabeth Sheldon, Diane Walters, Randy Lohmann, and Bri Beck.
- Commission Update:** Commissioner Ray related that he met with the Malarkey adjuster at the nursing home to inspect the roof, and he authorized the purchase of a window air conditioner for the Recycling Center office area.
- Accounts Payable Approved:** Dennis Ray moved to approve mid-month AP (accounts payable) in the amount of \$41,571.73, seconded by Darrell Oetting. Motion carried.
- Minutes Approved:** Dennis Ray moved to approve July 10 and July 14 minutes as presented, seconded by Debora Smith. Motion carried.
- County Coroner:** The board met via telephone with the Cloud County Commissioners to share concerns about the district coroner they appoint, a need for a local deputy coroner, and the length of time it takes residents to receive their loved one's death certificates. Commissioner Ray related that a local deputy coroner has not been appointed as the local hospital does not have a doctor on staff. Sheriff Florence told the group that the department has had historical issues with the length of time it takes to get the authorization to remove a deceased individual and that having a local deputy coroner, or one from a closer county, would help. Cloud County will provide the listing of deputy coroners for the other counties within the 12<sup>th</sup> Judicial District so that Lincoln County can contact them to determine if they would be interested in helping Lincoln County. The board will also contact the hospital to see if any local midlevel care providers would be interested in being a special deputy coroner. If the county could find someone interested, the Cloud County Commissioners would be willing to encourage the appointment.
- 2024 Budget:** County Clerk Dawn Harlow reported that the Secretary of State's Office has confirmed that allowable charges for the Presidential Preference Primary will be reimbursed to the county in 2024. Clerk Harlow inquired if the board would like to input the reimbursement into the 2024 budget and potentially add some wages in the Register of Deed's Office to hire a part-time employee as the board decided to cut the rover position for the 2024 budget. The board met with Register of Deeds Tami Kerth to discuss staffing needs for her department. The board authorized adding an amount to the 2024 budget equal to the estimated reimbursement for the election fund.
- Health Department:** Health Nurse/Administrator Elizabeth Sheldon requested approval to employ Lana Schneider as a part-time RN. Dennis Ray moved to hire Lana Schneider as a part-time RN at the Health Department, starting wage of \$26.10 per hour, effective July 17, 2023, seconded by Darrell Oetting. Motion carried. Voting as follows: Ray – Aye; Oetting – Aye; Smith – Abstained.
- Nursing Home:** Nursing Home Administrator Diane Walters provided an update on nursing home activities and maintenance needs.

**Highway Department:** Director of Highway Department Dale Hlad with Tanner Yost and Brett Wilkinson, Kirkham Michael provided an update on department activities. Tanner Yost related that APAC is scheduled to begin the N 60<sup>th</sup> Rd (Sylvan blacktop) on August 7, the road will be closed for thru traffic, and the phases will be removed, allowing one lane of traffic to remain open for local traffic only. Yost presented an agreement to complete the annual bridge inspection for the four fracture-critical bridges. Debora Smith moved to approve the Agreement for Engineering Services for FAS and Off-System Structure Bridge Inventory and Appraisal for four bridges in the amount of \$1,100, seconded by Darrell Oetting. Motion carried. Hlad provided an estimate for the request to gravel a road to a new house. Hlad suggested that the 60' requirement be removed from Resolution 2020-25, which sets the requirements to gravel a road to a new home. The board approved a 40' right-of-way for the particular request. Hlad presented a gravel removal/purchase agreement to lease a sand pit near the county line in Ellsworth County. Hlad related that an existing pile of mined and screened sand is available to purchase at a higher rate. Darrell Oetting moved to accept the gravel removal/purchase agreement for the Northwest 1/4 of Section 3 Township 14 Range 10 in Ellsworth County, with Jed D Jones and Afton K Jones, for \$2.00 per cubic yard and to purchase the pile already piled and screened at \$4.00 per cubic yard, seconded by Debora Smith. Motion carried. Hlad requested approval to attend MINK Conference in St. Joseph, Missouri. The board approved the request. Commissioner Ray forwarded roads that have debris and/or water damage. Yost introduced Brett Wilkinson, who will work with Lincoln County moving forward.

**ARPA Funds:** Bri Beck, North Central Regional Planning Commission, requested that the board decide on project completion dates for entities awarded ARPA funds. Beck related that although the county has until December 31, 2026, to spend the money, the county must formally allocate the money by December 31, 2024. If the board does not set a deadline in 2024 and the entities do not complete the projects, Lincoln County would not be able to reallocate the funds and would be required to return the money to the federal government. Setting a deadline allows the county to identify projects and reallocate the funds to those projects before December 31, 2024. The board set the completion date for all projects allocated to other entities as September 1, 2024.

**RNR & Budget Hearing Date Set:** Clerk Harlow provided the 2024 draft budget with the changes approved today. The board set the RNR and Budget Hearing for Wednesday, August 30, in the Lincoln County Courthouse courtroom. The regular meeting will begin at 7:00 p.m. with the approval of payroll and accounts payable, and the RNR Hearing will start at 7:15 p.m., with the budget hearing occurring immediately after.

**Solid Waste Billing:** Clerk Harlow discussed the need to update the 2018 QuickBooks program used to complete solid waste billing. QuickBooks no longer provides a product that can be purchased; instead, they require you to pay a monthly subscription rate. Clerk Harlow inquired whether the board will require election board workers to be drug tested and background checked if she would move them to be compensated through payroll instead of accounts payable. Harlow reported that several counties have been required to change how they pay election board workers after completing an IRS audit. Harlow noted that paying through payroll might be required with the addition of an election board hired to complete advance voting and the three elections in 2024. The board encouraged Harlow to find additional election board workers to alleviate the need to send a 1099 if a worker receives \$600 or more. Clerk Harlow discussed the election equipment security requirements that will be required by the Secretary of State's office.

**Election:**

**Adjourn:** The chairman adjourned the meeting at 12:12 p.m. The next meeting will be at 8:30 a.m. Monday, July 24, 2023, in the courthouse commission meeting room.