

COMMISSIONER PROCEEDINGS

April 6, 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, April 6, 2020. Chairman Randy Lohmann called the meeting to order at 10:00 a.m. with Vice-Chairman James Gabelmann present and Member Alexis Pflugh present via telephone. County Clerk Dawn Harlow was in attendance as recording secretary.
- Visitors: Others present for portions of the meeting: Brendan Mackay, Ladonna Reinert via telephone, and Sarah Hageman.
- Correspondence: Correspondence: grant agreement for the EMT course; bills for Lincoln Park Manor; notice that the landfill has passed the State inspection with no violations; email from Lincoln Park Manor with the monthly census numbers; emails from Eric Johnson, Kansas Emergency Management regarding the emergency pandemic policy response for occupation license reforms and rankings of drone readiness; and an Emergency Management update on COVID-19 from Commissioner Gabelmann.
- Board Actions: The board tabled discussion of the pay scale and handbook updates for one month. Alexis Pflugh moved to approve the Memorandum of Agreement for the Incentive Education Program, seconded by Randy Lohmann. Motion carried.
- Bid Opening/Lease Marion Twp Sec 34: The chairman opened the two bids received to cash rent county owned property in Section 34, Marion Township. James Gabelmann moved to accept the Helus bid of \$67 per acre for a total of \$2,026.75, seconded by Alexis Pflugh. Motion carried.
- Bid Opening/ Abandoned Cemeteries: The chairman opened the two bids received to mow and trim six abandoned cemeteries for 2020. Alexis Pflugh moved to approve the bid from Mr. Howell to mow and trim the abandoned cemeteries in the amount of \$995, seconded by Randy Lohmann. Motion carried.
- Health Department: Health Nurse/Administrator Ladonna Reinert provided an update on COVID-19: Lincoln County has no cases as of April 6; she is holding meetings with partners at least once per week; and that she has issued an order to not allow self service including drinks and water machines.
- Highway Department: Director of Highway Department Brendan Mackay provided a letter of support for the county's application for funding to replace Off-System Bridge OS 65. After a lengthy discussion, Alexis Pflugh moved to have the chairman of the board sign and approve the letter of support for OS 65 seconded by Randy Lohmann. Motion carried. Voting as follows: Lohmann – Aye; Pflugh – Aye; Gabelmann – Nay. Mackay presented a utility permit agreement for the board's approval. Randy Lohmann moved to approve the utility permit agreement use of road right of-way to install service on 90<sup>th</sup> Rd with Wilson Communications, seconded by James Gabelmann. Motion carried. Mackay presented a gravel agreement for the board's approval. Randy Lohmann moved to approve the gravel removal agreement with Becker Farms, expiring March 31, 2020, seconded by James Gabelmann. Motion carried. Mackay forwarded a request from Gerald Huehl to purchase or provide culverts to his project that will replace culverts that have collapsed, noting that these particular culverts keeps water away from the road at 30<sup>th</sup> and Kale. After discussion, James Gabelmann moved to give 20 foot section of pipe (to Gerald Huehl), and let

him install it, subject to our approval of installation, sell them another 60 feet, rational because it protects the road from water damage, seconded by Randy Lohmann. Motion carried. Mackay related that he is seeking bids to replace the mini excavator and skid steer as both machines are out of warranty and the department must pay for repairs. The board requested that Mackay provide an equipment purchase plan assessing the equipment needs and estimated costs. Mackay inquired about billing other departments for repairs to their equipment, other departments utilizing highway department equipment, status of the forklift, and the updated pay scale.

- Human Resources: Human Resource Officer Sarah Hageman inquired about the board's thoughts regarding proactive measures to ensure continuation of operations should an employee be diagnosed with COVID-19. Reinert inquired if employees are allowed to work from home. The board determined it was not necessary to decide until an employee is diagnosed. Alexis Pflugh moved to have the Human Resource Officer send out a memo from the commission stating that we encourage department heads to allow employees who feel they are at risk to utilize their paid time off (leave time), in order to maintain their health when and if possible, and to include the link for the Department of Labor update under the Family First Act, seconded by Randy Lohmann. Motion carried.
- Minutes Approved: James Gabelmann moved to approve the minutes of the 30 March 2020 commission meeting, seconded by Randy Lohmann. Motion carried.
- Lease Agreement/  
Marion Twp Sec 34: Randy Lohmann moved to sign the lease agreement with the Duane Helus Trust, seconded by James Gabelmann. Motion carried. (Section 34, Marion Township)
- Meeting Cancelled: James Gabelmann moved to cancel the April 13th regular meeting, seconded by Randy Lohmann. Motion carried.
- Adjourn: The chairman adjourned the meeting at 12:54 p.m. until 10:00 a.m. Monday, April 20, 2020, in the commission meeting room of the courthouse.