

COMMISSIONER PROCEEDINGS

February 4, 2019

- Call to Order: The regular meeting of the Lincoln County Board of Commissioners was held the commission meeting room of the courthouse Monday, February 4, 2019. Chairman Alexis Pflugh called the meeting to order at 10:00 a.m. with Vice-Chairman Al Joe Wallace and Member Randy Lohmann present. County Clerk Dawn Harlow was in attendance.
- Visitors: Others present for portions of the meeting: Cynthia Nelson, Howard Wehrman, Greg Babcock, Doug McKinney, Kelly Larson, Michel O'Hare, Robert Howe, Mona Gerstmann, Brandon Cochran, Shirley Small, Kenneth Small and Mike Kratky.
- Correspondence: Correspondence: bills received for the nursing home; newsletter from North Central Regional Planning Commission; and WEB fund committee recommendations.
- Minutes Approved: Randy Lohman moved to approve the minutes of the January 28, 2019 and January 31, 2019 regular meetings as presented, seconded by Al Joe Wallace. Motion carried.
- Council on Aging: Al Joe Wallace moved to appoint Judy Ahlvers, Robert Loveless and Nancy Nitsch to the Council on Aging, terms to expire on December 31, 2020. Motion died for a lack of second.
- Nursing Home: Greg Babcock, Lincoln Park Manor provided estimates received for the flat roof of the building and related that he has provided the bids to the KCAMP adjuster. Babcock related that when the flat roof is replaced that exhaust duct work will need to be removed and then replaced, providing an estimate from R&R Street Plumbing. Babcock related that he must complete information for the State Fire Marshal on the generator and one of the questions requires that the vendor supplying fuel for the generator be listed, inquiring which vendor would the county like to utilize. The board requested that Babcock list all vendors available. Babcock reminded the board about unfinished projects, as his last day working at the nursing home will be February 8.
- Council on Aging: Judy Ahlvers related that she was appointed to the Council on Aging November 2016 to an unexpired term that expired December 31, 2017 and that her first term began January 1, 2018 and ends December 31, 2019. Ahlvers presented an amended budget for 2019 in the amount of \$40,000 for the organization and answered questions.
- North Central Regional Planning Commission: Doug McKinney, North Central Regional Planning Commission presented a resolution for the board to consider adopting. McKinney and Kelly Larson, Lincoln County Economic Development Foundation discussed applying for the facility assessment grant from the Kansas State Historical Society. McKinney related that NCRPC will write the grant for the county at no cost.
- Highway Department: Director of Public Works Michel O'Hare provided an update on OS 87 and OS 105. Road Supervisor Robert Howe updated the board on crew activities. Commissioner Pflugh inquired of Howe whether he had been able to review the roads for the complaints that she had forwarded to the highway department. The group discussed the Block gravel pit and remitting correspondence to their attorney. O'Hare requested a five minute executive session to discuss clarification on a job description. Alexis Pflugh moved to recess into executive session for five minutes for the purpose of discussing clarification of job description and performance pursuant to K.S.A. 75-4319(2)(b)(1) to discuss personnel matters of nonelected personnel with the
- Executive Session:

following present: board, Michel O'Hare and County Clerk Harlow; reconvening location: basement meeting room of the courthouse from 11:31 a.m. – 11:36 a.m., seconded by Randy Lohmann. Motion carried.

- Reconvene:** The chairman reconvened the meeting to regular session at 11:36 a.m. with no action taken.
- Sylvan Senior Center:** Sylvan Senior Center representatives Shirley Small and Mike Kratky provided the year-end report for the board and requested the remaining distribution from 2018 and the amount requested for 2019. Alexis Pflugh moved to disperse 50% of the withheld mill levy amount to the Sylvan Senior Center, \$7250. Motion died for a lack of second. Multiple topics were discussed including: both senior centers, Council on Aging, distributions to organizations, past history, what should be considered activities and what should not be considered activities for both of the senior centers. Clerk Harlow suggested that the board schedule a time on the agenda and request that representatives from all three organizations, the Council on Aging, Lincoln Senior Center and Sylvan Senior Centers, be present to discuss 2019 funding. The board approved adding this as a one-hour agenda item to the February 19 meeting beginning at 10:30 a.m.
- Ambulance Service:** Ambulance Service Director Brandon Cochran related that he is still working on volunteer pay schedule and accumulating what has not been paid to attendants for sporting even standby's. The State will inspect the service on February 12. Discussion ensued on a spending policy. Cochran related that they recently purchased \$2,500 worth of supplies to replace outdated supplies on all units. Cochran stated that some of the outdated items could be utilized by vet clinics, inquiring if the board would approve donating outdated medical supplies that can no longer be utilized by the department to the traveling vet clinic that comes to Lincoln. The board approved. Commissioner Pflugh related that it was suggested that the board appoint an interview panel, which consists of at least one person from the medical field, when interviewing applicants for the Director position.
- Purchasing Policy:** Spending Policy: Clerk Harlow will locate the previously adopted spending policy for the board to review. Tentatively set the spending limits without bids or approval at \$1,000 for the Health Department, \$500 for the Ambulance Service. Discussion ensued on an appropriate spending limit for the highway department with no decision made.
- Council on Aging:** Cynthia Nelson provided copies of her research regarding term expirations on the Council on Aging board and provided information on the Sylvan Senior Center's original mission statement.
- Human Resource Officer:** Human Resource Officer position: The board approved advertising the position as a full-time position, accepting applications until the position is filled. The group discussed the following topics: experience and educational requirements, whether it's reasonable to have payroll processed by the Human Resource Officer with no oversight from the County Clerk, an integration plan in which tasks are clearly identified and transition dates clearly identified, universal time cards or a time clock system, formulating tasks that are completed daily, monthly, quarterly and yearly.
- WEB Fund Distributions:** The board reviewed the WEB Fund committee's recommendations for 2019 funding. Al Joe Wallace moved to approve the WEB Fund Committee's recommendations in the total amount of \$12,091.00 as presented and approved the following Windpower Economic Benefit fund distributions: Lincoln County, \$1,500, an additional student for the Rural Opportunity Zone

tuition reimbursement program; Sylvan Senior Center, \$990, to purchase a projector and screen, Vesper Community Center, \$2,601.61, to replace tables and chairs; Bud Finch Memorial Community Theatre Foundation, \$5,000, to replace the server used to ingest and show weekly movies; Lincoln Arts and Humanities Foundation, \$2,000, to present an invitational exhibit, seconded by Randy Lohmann. Motion carried.

Nursing Home & Evening Meetings: The board discussed at great length issuing a press release regarding the nursing home and holding at least one monthly meeting in the evening. No decision was made on either topic.

Adjourn: The chairman adjourned the meeting at 2:05 p.m. until 10:00 a.m. Monday, February 11, 2019.