

COMMISSIONER PROCEEDINGS

July 19, 2021

- Call to Order: The Lincoln County Board of Commissioners met in the courthouse commission meeting room Monday, July 19, 2021. Chairman Randy Lohmann called the meeting to order at 8:30 a.m. with Vice-Chairman Dennis Ray and Member Darrell Oetting present. County Clerk Dawn Harlow was in attendance as recording secretary.
- Visitors: Others present for portions of the meeting: Taylor Lebien, Kelly Gourley, Tim Meier, Sarah Hageman, Diane Walters, Rhonda Wright, and Leann Bishop.
- Correspondence: Correspondence: 2022 draft budget; a bill for Lincoln Park Manor; a request to appoint Frank Lamb to the Regional Homeland Security Council; Notice of Award for CDBG Grant Project 21-013; and an informational brochure from Scotwood Industries for dust control stabilization.
- Correspondence and Other Action: The chairman signed the Interlocal Cooperation Agreement with KCAMP that was approved with Resolution 2021-18 on July 12, 2021. Darrell Oetting moved to appoint Frank Lamb to the (North Central Kansas Regional Homeland) Security Council, seconded by Randy Lohmann. Motion carried. The chairman signed the Notice of Award to Storm Sirens, Inc for CDBG Grant Project 21-013 Emergency Sirens as approved on July 6, 2021.
- Minutes Approved: Darrell Oetting moved to accept the minutes of July 12 and July 13, seconded by Randy Lohmann. Motion carried.
- District Court: District Court Clerk Taylor Lebien inquired if the board would approve installation and use of a pass-by metal detector if grant funds were approved. The commission agreed if the District Court can secure grant funds.
- Economic Development: Economic Development Director Kelly Gourley inquired if the board would be willing to waive construction/demolition fees at the landfill for Lincoln's CDBG Grant application. Gourley provided information regarding the previous action for a similar CDBG Grant for the City of Sylvan Grove. In addition, Gourley related that Lincoln had 60 pre-applications for housing rehabilitation and 11 pre-applications for disposal of dilapidated structures. Due to the number of applicants, Lincoln had to define a target area for the application. Dennis Ray moved to have the clerk, with the assistance of the Economic Development, draft a letter to be presented next week to waive \$3,500 in landfill disposal fees for the City of Lincoln's housing grant application, seconded by Randy Lohmann. Motion carried. Gourley discussed the job fairs that are scheduled this week to assist former employees of US Towers. Gourley related that the community faces a shortage of childcare facilities and that it will be challenging to recruit new businesses when there are no places for potential employee's children.
- What's Up Luncheon Sponsor: Dennis Ray moved for Lincoln County to sponsor the August What's Up luncheon with the chamber office and schedule a meet and greet with the public for the three new department heads from 1-3 and to approve payment of refreshments in the afternoon, and assist with the meal, not to exceed \$500, seconded by Darrell Oetting. Motion carried. The event will be held Wednesday, August 18.

- Nursing Home: Nursing Home Administrator Diane Walters reported that three split units on the East wing need to be replaced as parts are no longer available. The estimated cost is \$1,000 per unit. Walters related that Cory Shearer is scheduled to begin repairs in the Assisted Living Facility today. In addition, Culligan has estimated the date of installation for the new water softener as July 27 or July 28. Commissioner Oetting requested that Walters ask the contractor if the wood would be sprayed to prevent future mold growth.
- Courthouse Administration Software Package: Clerk Harlow, Human Resource Officer Sarah Hageman, Appraiser Rhonda Wright, and Treasurer Leann Bishop provided a bid from Computer Information Concepts to purchase new tax administration, budgetary/fund accounting, and payroll software. The proposal also included new features not offered by the County's current vendor Komtek. New features include a new website, real estate tax rolls available for online public searches, online personal property renditions, imaging capabilities, automated receipting, Human Resources application, and an employee portal. Clerk Harlow related that Aumentum Technologies had declined to provide a bid for their software package. Larry Gustafson, Komtek, answered questions regarding the services provided to Lincoln County. The department heads identified concerns with the support services provided by Komtek. Clerk Harlow related that the savings for annual support will pay for the upfront cost of the software package in less than five years and that the current software was purchased in 2000. The board tentatively agreed to change software vendors. Clerk Harlow will contact Nex-Tech for a bid to install a new server to determine the cost savings of utilizing an on-site or off-site server.
- Human Resources: Human Resource Officer Sarah Hageman requested an executive session to discuss a PTO request for a specific employee. The board requested that Hageman and other department heads create a job description for a multi-office position within the courthouse. Randy Lohmann moved to recess into executive session for ten minutes for the purpose of discussing employee paid time off request, pursuant to K.S.A. 75-4319(2)(b)(1) to discuss personnel matters of nonelected personnel, to reconvene in the courthouse commission room, with the commission, HR (Hageman), and County Clerk Harlow, seconded by Dennis Ray. Motion carried. Time in: 11:31 a.m. Time out: 11:41 a.m.
- Reconvene: The chairman reconvened the meeting at 11:41 a.m. with no action taken.
- Adjourn: The chairman adjourned the meeting at 11:45 a.m. The next meeting will be at 8:30 a.m. Monday, July 26, 2021, in the courthouse commission meeting room.