

January 12, 2016

The Harper County Board of Commissioners met in regular session with Chairman Carla Pence calling the meeting to order to Commissioners Lee Adams and Brian Waldschmidt. Also in attendance were County Clerk Cheryl Adelhardt and Recording Secretary Melinda McCurley.

Commissioner Waldschmidt motioned to approve the minutes of January 5, 2016 and accounts payable in the amount of \$200,997.43; both were approved unanimously.

Commissioner Adams motioned to approve benefits withholding in the amount of \$83,626.92 and the addition and abatement orders for a negative (-)\$20,139.89; both were approved unanimously.

County Clerk Adelhardt presented an updated open record request policy. Cheryl will research other county departments to ensure consistency countywide.

Commissioner Adams motioned to approve Resolution 2016-01 for the 2016 Elected Officials Salary amounts at the same rate as 2015 with the exception of noting the Motor Vehicle Tax amount that adds to the Treasurer salary; approved unanimously.

Discussion was held regarding the severed mineral tax paid to the state by oil/gas companies. The State of Kansas keeps 93% of the total amount received, 3.5% gets transferred to Harper County and 3.5% goes to school districts. The State of Kansas transferred \$434,155.57 in 2014 and \$483,182.17 in 2015 to the County. This revenue is listed in the general fund budget.

Megan Kelly, Dispatcher, presented the December 2015 stats in the absence of a Dispatch Coordinator. Megan was instructed to contact Barber County Dispatch if they have any issues that arise until a new Dispatch Coordinator is hired. Discussion was held regarding warrant validation processes.

County Clerk Adelhardt, assisted the Board with the annual reorganization, Commissioner Pence was nominated as Chair, and Commissioner Waldschmidt was nominated as Vice-Chair.

SCKEDD Representative –	Cheryl Adelhardt
RC&D Representative –	Lee Adams
Juvenile Justice –	Brian Waldschmidt
Health Coalition –	Carla Pence
Sunflower H2O Advisory Board-	Brian Waldschmidt
911 Advisory Board-	Carla Pence
Kansas Legislative Policy Group -	Carla Pence
Local Emergency Planning Committee -	Lee Adams
Western Kansas Rural Economic Development Alliance -	Carla Pence

Commissioner Waldschmidt motioned to approve the assignments as discussed; approved unanimously.

John McClure, Road and Bridge, gave an update on road conditions throughout the county. The McCormick Bridge was approved to be replaced with FEMA disaster declaration funding. Once the final amount being paid is known, John will send the information out for bids. KDOT will begin reconstructing bridges along 160 heading west towards Attica this year. Shooflies will be installed so that the highway will remain open to traffic. John will schedule a meeting within the next two weeks with Sandridge and Tapstone to discuss options for road improvements near oil pad sites. The Board requested a history of the amount received from the State for 90 cents on the dollar funding.

Mildred Metzger and Linda Langley were present to discuss accounting policies and procedures. Linda has been working with county staff to help increase efficiency in the various departments. Linda was hired 3 years ago per the auditing firms request to ensure that Harper County had consistent accounting practices. Commissioner Waldschmidt asked for a checklist to be prepared on what tasks need to be completed by county staff to meet requirements of the auditor.

Mildred Metzger, Treasurer, presented the 2015 year end statement of accounts.

Tracy Chance, Sheriff, gave a department update. He presented the 2015 jail inmate statistics and December 2015 sheriff call volumes. Tracy stated that he has addressed staff members saving vacation time until the end of the year which creates scheduling conflicts and excessive overtime. Tracy will check with the KBI on warrant validation procedures and report back to the Board.

Sherry Vierthaler and Melinda McCurley were present to discuss the sanitarian position. Commissioner Waldschmidt motioned to appoint Melinda McCurley as County Sanitarian for a maximum of six months due to already completed training; approved unanimously.

Kristie Clark, HR, presented possible questions for Community Development Director interviews scheduled for tomorrow. She also presented travel requests for health department and appraiser. Kristie presented information from BCBS regarding a rate increase. It was the consensus of the Board to get the information to the insurance committee for further research.

The meeting recessed for lunch at 12:03 p.m. and reconvened at 1:00 p.m.

Melinda McCurley, Zoning/GIS, gave a department update. 27 permits were issued in 2015. The 2016 ownership plat books are nearing completion and will be sent to the printer in the next couple of weeks. A new item that will be deployed will be a mobile GIS App which will be a free app to download. The app will feature ownership information, aerial photography and other layers. Once a contract has been received for the application development, Melinda will bring it the Board for approval.

At 1:28 p.m. Commissioner Adams motioned to enter into executive session for 30 minutes with Kristie Clark for non-elected personnel; approved unanimously. At 1:58 p.m. Commissioner Adams motioned to extend the executive session for 15 minutes; approved unanimously. The meeting returned to open session at 2:11 p.m. with no binding action taken.

Commissioner Adams left the meeting at 2:12 p.m.

Bob Randall, IT and Facilities Update, presented draft snow removal policy for review. Two options were presented for a new banner to replace the one that was damaged on the County Farm sign. It was the consensus of the Board to purchase waterhog elite mats for all of the entry ways. Bob will research the damage caused to the Department on Aging and options to have it replaced. It was the consensus of the Board to change custodial hours to have less distractions during business hours.

At 2:35 p.m. Commissioner Waldschmidt motioned to enter into executive session for non-elected personnel for 15 minutes with Bob Randall and Kristie Clark to remain present; approved unanimously. The meeting returned to open session at 2:50 p.m. with no binding action taken.

As there was no further business, the meeting was adjourned at 3:05 p.m. The next regular meeting will be held Tuesday – January 19th at 9 a.m. in the Courthouse Commissioner Room.

APPROVED



Carla Pence, Chair

ATTEST:



Cheryl Adelhardt
County Clerk

