

January 23, 2017

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

Ray Graves was present for public comment regarding home health services. Sherry Vierthaler, Health Department, was present for the discussion. Sherry explained procedures for new clients and staffing levels for the department. Nursing staff will attend training on the procedures requested. Joanna Kenney, EMS, provided information regarding allowable services performed by EMT staff and Paramedics.

Joanna Kenney, EMS, indicated had a busy weekend with calls and transfers, with one requiring helicopter transport due to no paramedics on staff at that time. Joanna continues to request quotes on monitor repair vs replacement. The office-duty responsibility list will be updated and distributed to the Board. With the new ambulances being serviced at the County Shop, the mechanics will need to fill out the maintenance book to keep the warranty intact.

John McClure, Road and Bridge, was unable to meet with the Board this morning. Tracy Chance, Sheriff, was unable to meet with the Board the morning.

Mike Feist, Solid Waste, discussed options for rebuilding after the landfill fire and provided a list of destroyed contents. The site has been cleared of debris. A rental agreement was provided for a new skid steer. Commissioner Adams motioned to request bids to replace the skid steer that was lost in the fire; approved unanimously. There was discussion about reduced hours at the landfill due to staffing levels. Mike will submit daily load counts to the Board so that they can be analyzed prior to making any decisions. The Board gave Mike identification decals for the landfill pickup.

Ami DeLacerda, HR, presented a personnel status form for new hire on bridge crew. The insurance committee met last week and is researching options based on the renewal rate provided by Blue Cross. The 2017 rates will have approximately a 1% decrease in premiums. HR and the Clerk's Office are working on processing end-of-year documents such as ACA forms and W2 statements.

Commissioner Adams motioned to approve accounts payable in the amount of \$679,365.19; approved unanimously. Commissioner Pence motioned to approve the minutes of January 17<sup>th</sup>, 2017; approved unanimously. Commissioner Adams motioned to approve benefits withholding in the amount of \$151,342.50; approved unanimously.

Melinda McCurley, went over the audit and budget proposals submitted by outside firms. Discussion was held regarding audit deadlines and associated costs. More information will be gathered and presented to the Board next week.

Daily statements are completed through January 17<sup>th</sup> which is almost a week behind.

Michael Grimmatt, County Attorney, met with the Board for a general meeting. Mildred Metzger and Andrea Reneau with the Treasurer's Office entered to go over the final steps for the last tax sale. They will work with Michael on having the appropriate documents filed in District Court. The Board explained to Michael that the 2017 budget only allows for 1 full time staff member.

Mildred Metzger, Treasurer, handed out reconciliation reports for fund 045 and 054 although the accounts had not been balanced.

The Commissioners attended the Health Department advisory meeting.

At 1:00 p.m., the meeting reconvened in the Commission Chambers.

Bob Randall, IT and Facilities Director, presented quotes for the replacement of sliding basement doors in the Courthouse. Commissioner Adams motioned to accept the quote from Automatic Door Systems for \$12,495.90, with the 1-year manufacturer's warranty; approved unanimously.

Commissioner Adams left the meeting at 1:27 p.m.

Bob reviewed other maintenance projects, including replacement of flooring in the basement, painting and carpeting of office spaces and equipment quotes for scanning equipment. It was the consensus of the Board to order the Panasonic scanner for a mobile scanning desk that can be utilized by various departments.

There was discussion about shelving for the storage room. Bob will get quotes and report back to the Board next week.

The Board asked about the increase in cigarette littering on the Courthouse grounds. The Board will draft a memo to all employees to remind them about the smoking policy, which also applies to visitors, prisoners and detainees.

Ami DeLacerda, HR, discussed the annual evaluation process for department heads. These will be scheduled individually during the regular meeting.

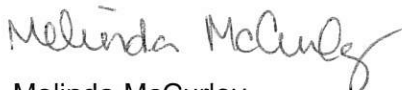
As there was no further business, the meeting was adjourned at 2:20 p.m. The next regular meeting will be held on Monday, January 30<sup>th</sup> at 9 a.m. in the Courthouse Commissioner Room.

APPROVED



Brian Waldschmidt, Chair

ATTEST:



Melinda McCurley  
Recording Secretary