

February 9, 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 was Recording Secretary Melinda McCurley.

Commissioner Waldschmidt motioned to approve the special meeting minutes from January 22, 2016 and February 1, 2016 and the regular meeting minutes of February 2, 2016; approved unanimously.

Commissioner Adams motioned to approve the addition and abatement orders for a negative -\$13,967.20 and benefits withholding for \$72,049.07; approved unanimously.

Mildred Metzger, Treasurer and Andrea Reneau, Deputy Treasurer were present for discussion about the additional part-time position. It was the consensus of the Board to utilize staff from other departments as necessary to fill in during the absence. Mildred felt like that was not an option for her department and will continue working with only three employees.

Audrey Anderson, Kristie Clark, and Heather Struble were present for insurance committee recommendations. Kristie calculated the increased cost for the County based on the 11% increase. It was the consensus of the Board to use reserves in the Employee Benefit Fund to absorb the increase and to not pass it on to the employees. In order for all employees to hear of the decision, there will be a mandatory staff meeting on February 18th at Municipal Hall, with all county offices being closed from 8am-9am. Melinda will inform the employees of the meeting.

Kristie Clark, HR, presented personnel status forms and employee evaluations. At 10:03 a.m. Commissioner Waldschmidt motioned to enter executive session for non-elected personnel for 12 minutes with Kristie Clark; approved unanimously. The meeting returned to open session at 10:15 a.m. with no binding action taken.

County Clerk Adelhardt entered the meeting at 10:19 a.m.

Jeff Jones, Tru-Building, gave an update on the downtown CID project and presented the scope-of-work summary. According to the Register of Deed's, two properties have sold. There will be a meeting this week to discuss the ownership agreement in relation to the common areas. Work is nearing completion on Classic Woods and an architect will determine the best option for the H&R Block building.

County Clerk Adelhardt, left the meeting at 10:45 a.m.

John McClure, Road and Bridge, indicated staff have been hauling sand and shale to roads in need. Final cost estimate is still pending on the McCormick Bridge.

Joanna Kenney, EMS, gave a summary of January transfer calls. She completed recertification as an EMT instructor. All mutual-aid agreements with neighboring counties have been updated. A grant has been submitted to purchase portable suction units. Hour meters came with the current ambulances so they now have an

accurate readings. The new ambulances should be shipped to Missouri within the next 30 days. Road and Bridge staff will help transport current ambulances to Missouri for trade out. There was discussion about charging events that request ambulance standby time. More research will be compiled before making a decision.

Tracy Chance, Sheriff, reported that Deputy Evans is working on dare graduation details and events planned at the high school. He reported that the sewer backed up in the jail causing issues for dispatch. At 11:41 a.m. Commissioner Waldschmidt motioned to enter executive session for non-elected personnel for 10 minutes, with Kristie Clark and Tracy Chance; approved unanimously. The meeting returned to open session at 11:52 a.m. with no binding action taken.

County Clerk Adelhardt presented monthly CID accounting reports and the transfers. Commissioner Adams motioned to approve the January 2016 transfer listing for \$11,926.94; approved unanimously.

The meeting recessed at 12:12 p.m. for lunch and reconvened at 1:05 p.m.

At 1:09 p.m. Commissioner Adams motioned to enter executive session for non-elected personnel for 10 minutes with Shirley McCartney and Kristie Clark; approved unanimously. The meeting returned to open session at 1:19 p.m. with no-binding action taken. At 1:19 p.m. Commissioner Waldschmidt motioned to enter executive session for non-elected personnel for 20 minutes with Kristie Clark; approved unanimously. The meeting returned to open session at 1:39 pm. with no binding action taken.

At 1:48 p.m. Commissioner Adams motioned to enter executive session for non-elected personnel for 15 minutes for Emergency Manager interview; approved unanimously. At 2:00 p.m. Commissioner Adams left the meeting and Commissioner Waldschmidt motioned to extend the session for 15 minutes; approved unanimously. The meeting returned to open session at 2:18 p.m.

Commissioner Waldschmidt motioned to approve accounts payable in the amount of \$1,120,143.24; approved unanimously.

Commissioner Pence motioned to approve the Terra Con proposal to conduct soil surveys on an additional 10 miles for an amount not to exceed \$31,700 provided both Phase I and Phase II are included in the price; approved unanimously

Bob Randall, IT and Facilities Director, discussed hot water issues in the courthouse basement restrooms. It was the consensus of the Board to install a hot water heater under the sink in the women's restroom, followed by the men's if this provides improvement. Discussion was held regarding the snow removal policy. Bob will make the needed changes and bring the policy back for approval. Bob asked to replace the Health department server with 2015 encumbered funds and the Board agreed. Bob was instructed to get quotes for replacing the damaged siding and wrapping the windows in metal on the Road and Bridge office building, along with replacement costs for the tile floor in the Department of Aging office.

Bob presented the contract from SC Telecom for internet services. Commissioner Pence was authorized to sign the contract. Commissioner Waldschmidt motioned to approve increasing storage on the IM server; approved unanimously.

Deputy Clerk Ruth Elliott joined the meeting as recording secretary when Melinda McCurley had to leave.

Discussion was held regarding Bob Randall having master keys for the County Buildings.

Discussion was held regarding the Community Development position. Kristie will set up follow up meetings with the candidates.

As there was no further business, the meeting was adjourned at 3:25 p.m. The next regular meeting will be held Tuesday – February 16th at 9 a.m. in the Courthouse Commissioner Room.

APPROVED



Carla Pence, Chair

ATTEST:



Cheryl Adelhardt
County Clerk

