

June 7, 2016

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

Commissioner Waldschmidt motioned to approve the minutes of May 31, 2016; approved unanimously. Commissioner Adams motioned to approve the addition and abatements for a negative \$-4,764.39, and payroll in the amount of \$157,407.65 both were approved unanimously.

Blake McLemore, NRCS and Teresa Mandevill, Harper County Conservation District, presented their 2017 appropriation request. Teresa gave an overview of rental equipment and available programs. Blake gave statistics for past applications received and the amount of matching funds.

Kelsie Murphy, Deputy County Clerk entered the meeting at 9:45 a.m.

Todd Pettegrew, EM/Dispatch, presented the 2017 budget requests for both departments. He is working on standardizing policies for training and other procedures. The SDR (Spatial Data Research) mapping system needs updates to help improve efficiency. Todd then gave an overview of the NG 911 process and available funds. Commissioner Adams motioned to move forward with NG 911 implementation and purchase the State gateway software; approved unanimously.

Greg Barlow, Noxious Weeds, said that crews are trying to stay ahead of the musk thistle problem and have notified multiple landowners for eradication. Greg presented his 2017 budget and explained the annual capital equipment transfer to help build reserves for vehicle-replacement plan.

Linda Langley, Internal Auditor, reviewed processes and job duties to include month-transfer listings and tax-roll reconciliation; staff training will be necessary to distribute responsibilities. Audit report from May visit should be received soon. Commissioner Waldschmidt motioned to approve the April transfer listing for \$29,554.40 and Commissioner Adams motioned to approve the May transfer listing for \$29,921.82; both approved unanimously.

At 11:06 a.m. Commissioner Adams motioned to enter executive session for 5 minutes for non-elected personnel with Linda Langley; approved unanimously. The meeting returned to open session at 11:11 a.m. with no binding action taken.

Ruth Elliott, County Clerk, and Andrea Reneau, Deputy County Treasurer entered the meeting. Discussion was held with Linda Langley and the Board that training needs to be completed by staff in both offices to assume those duties being completed by Linda currently. Linda has been a tremendous asset to all departments.

John McClure, Road and Bridge, discussed capital outlay budget and how leases would affect the 2017 budget. The Board will discuss office building maintenance needs with Bob Randall. Bridge has been completed northwest of Harper. Commissioner Waldschmidt motioned to replace the bridge at SE 70 Ave and SE 70 Rd; approved unanimously. Commissioner Adams motioned to go out for bid to chip and seal 2 miles on the Conway Rd and 2 miles on the Cemetery Road; approved unanimously. Terra Con completed their engineering report for the next 11 miles of surfacing projects. Commissioner Adams motioned to go out for bid for super slurry process for the Corwin Road, Danville Road and less-than ¼ mile of NW 90 Rd near the hotel in Harper; approved unanimously. John was instructed to find additional companies for surveying and engineering of road projects so that bids could be received for the next round of roads.

John Gaffney entered the meeting at 12:00 p.m.

The meeting recessed for lunch at 12:13 p.m. and reconvened at 1:10 p.m.

Don Evans entered at 1:10 p.m.

John McClure, presented additional information on road grader/excavator bids. There was discussion of the number of vehicles needed to maintain the roads.

Ruth Elliott, County Clerk, presented May accounting reports. The Clerk's Office is in charge of getting project exemption certifications and completion forms for contractors on large projects. The Clerk's Office is reviewing the voucher-completion timeframe and process with all departments.

Kristie Clark, HR, presented vacancy notice for Harper Senior Center position, personnel status form for termination and new hire for detention officer, longevity for R&B, and new hire for replacement Home Health Aide. Discussion was held about County policies, budgets and elected officials' work with both.

Kristie Clark and Ruth Elliott were present to discuss an update to the CID applicant process and whether previous recipients of funds could apply a second time. Ruth verified with CID Attorney Jim Kaup that development agreements and resolutions are still required for each approved project.

As there was no further business, the meeting was adjourned at 3:17 p.m. The next regular meeting will be held Tuesday, June 14th, at 9 a.m. in the Courthouse Commissioner Room.

APPROVED



Carla Pence, Chair

ATTEST:



Kelsie Murphy
Deputy County Clerk