

January 8, 2018

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

Commissioner Pence motioned to approve the purchase of kennel hardware for the drug dog out of the Capital Equipment Reserve/Special Equipment County Attorney Fund; approved unanimously.

Commissioner Pence motioned to approve employee benefits in the amount of \$62,082.26; approved unanimously.

Commissioner Adams motioned to approve the regular meeting minutes of January 2, 2018; approved unanimously.

Todd Pettegrew, Dispatch and EM, gave a department update. Commissioner Pence asked to schedule time with Total Comm to do a radio and tower check. Todd's last day will be January 17<sup>th</sup> as he has accepted another position. He will be working with Christina (the new Director) over the next couple of days on the transition. The Board thanked Todd for his service to the County.

Chelsea Boese, EMS, reported on problems with employees submitting timesheets to Payroll on time. Ami DeLacerda entered reiterating that we must pay employees for time worked, if the employee can't get their information submitted in a timely manner, per policy, they should face disciplinary action. Chelsea went over stats and call back procedures for transfers. Staff is investigating the past transfers and will work with the hospital to improve the process. 911 calls will always take precedence. The Health Department has assumed the administrative duties of deposits and vouchers until the new director is on board.

Commissioner Waldschmidt motioned to appoint Commissioner Adams as Chairman; approved unanimously. Commissioner Pence motioned to appoint Commissioner Waldschmidt as Vice-Chairman; approved unanimously.

John McClure, Road and Bridge/Solid Waste/Noxious Weeds, gave a department update. The remaining vehicles from the surplus sale will be loaded out this week. There was discussion about the process for cutting the curbs left behind by the grader operator.

Gerald Wolff left the meeting at 10:15 a.m.

At 10:15 a.m. Commissioner Pence motioned to enter into executive session to discuss pending litigation with John McClure and Melinda McCurley to remain present and reconvene in this room at 10:20 a.m.; approved unanimously. The meeting returned to open session at 10:20 a.m. Commissioner Waldschmidt motioned to proceed with small claims action in District Court against the property owner that damaged the Danville Road with an implement; approved unanimously.

Commissioner Waldschmidt motioned to approve accounts payable in the amount of \$151,944.53; approved unanimously.

Ami DeLacerda, HR, presented personnel status forms for terminating employee in Register of Deed's Office (temporary position ended) and retiree for Solid Waste.

At 10:25 a.m. Commissioner Pence motioned to enter into executive session for non-elected personnel for disciplinary action of employee with Ami DeLacerda to remain present and reconvene in this room at 10:30 a.m.; approved unanimously. The meeting returned to open session at 10:30 a.m. with no binding action taken.

Ami went over the HRA/FSA Account Reconciliation. It was the consensus of the Board to transfer the overage back into the Employee Benefit Fund.

Ami went over the procedures for the 2<sup>nd</sup> interviews of the EMS Director candidates scheduled for Wednesday.

Melinda McCurley, gave an update on juvenile housing claims. We will need to look at other avenues to collect since several are over the amount allowed in small claims court.

The annual membership for KAC was presented with the \$50.00 additional fee for any employees to participate in the webinar series. Commissioner Waldschmidt motioned to approve the KAC membership dues with the \$50.00 fee for webinar access; approved unanimously.

There was discussion about the surplus office furniture being held at the landfill for a surplus sale. Commissioner Waldschmidt motioned to offer it to any local non-profit organizations on a first come first serve basis; approved unanimously. Melinda will work up the details and report back next week.

At 11:15 a.m. Commissioner Waldschmidt motioned to enter into executive session for confidential data relating to trade secrets of a corporation with Melinda McCurley to remain present and reconvene in this room at 11:20 a.m.; approved unanimously. At 11:20 a.m. Commissioner Pence motioned to extend for 5 minutes; approved unanimously. The meeting returned to open session at 11:25 with no binding action taken.

As there was no further business, the meeting was adjourned at 11:37 a.m. The next regular meeting will be held on TUESDAY, January 16, 2018 at 9 a.m. in the Courthouse Commissioner Room.

APPROVED

ATTEST:

Lee Adams, Chairman

  
Melinda McCurley  
Recording Secretary