

## COMMISSION MINUTES, April 11, 2016

The Board of County Commission (BOCC) for Washington County met in regular session on Monday, April 11<sup>th</sup>, 2016 in the Commission room at the Washington County Courthouse. Members present: Tim Mueller, Vice-Chairman, 1<sup>st</sup> District Commissioner; Roger Otott, 2<sup>nd</sup> District Commissioner; and Gary Ouellette, Chairman, 3<sup>rd</sup> District Commissioner. Denae Jueneman, County Clerk, was present to record meeting minutes.

The next regular meeting will be Monday, April 18<sup>th</sup>, 2016 at 8:30 a.m.

Chairman Ouellette called the meeting to order.

Jueneman advised the BOCC weather radios are available for purchase. Radios can be purchased in the County Clerk's office for \$7.00 each.

The BOCC reviewed bills and payroll totaling \$342,123.60. Commissioner Mueller made a motion to approve bills and payroll. Commissioner Otott seconded the motion. Motion passed unanimously.

The BOCC discussed various meetings attended last week. All members attended the Storm Spotter meeting. Chairman Ouellette and Commissioner Otott attended the NCK Highway Officials meeting which discussed tax lids and succession planning. Chairman Ouellette visited the Health Department and discussed budgets and areas of concern with an outside auditor. Chairman Ouellette also visited the Clifton City Clerk's office regarding ambulance issues in the City and will be attending the City Council meeting the end of April. Commissioner Mueller attended the Kansas Works meeting in Topeka.

Jueneman visited with the BOCC regarding filling a vacant position within the Clerk's office. Jueneman expressed concerns with increased workloads due to legislative changes in elections and tax lids.

The BOCC reviewed annual inventory reports for District Court and Road & Bridge.

After discussion about recent fires, Commissioner Mueller made a motion to issue a fire ban until further notice. Commissioner Otott seconded the motion. Motion passed unanimously. Commissioner Mueller asked Jueneman to have the Dispatch office issue an IRIS alert.

Annette Hawk, County Treasurer, submitted extra compensation for the months of August through September 2015 in the amount of \$1,409.40. Per K.S.A. 8-145, the county treasurer shall receive additional compensation for administering the motor vehicle title and registration laws and fees.

The BOCC discussed closing County offices for the funeral of an employees' child. It was decided to allow employees two hours of leave from 9:30 a.m. to 11:30 a.m. to attend the funeral without using PTO.

Benjamin Caskey, FEMA representative, called and then faxed a subgrant application for damage to Highland Township during the 2015 floods. Chairman Ouellette signed the application acting as Trustee of Highland Township and asked Jueneman to fax the application back to Caskey.

Tiffany Hayman, County Health Administrator, reported nearly 800 people attended the Spring Health Fair last weekend. Commissioner Mueller requested executive session for non-elected personnel and to include Hayman. Commissioner Otott seconded the motion. No action was taken upon returning to regular session. Discussion was held on the pay scale and pay for a new Health Department Secretary but no decision was made.

Doug McKinney and Emily Benedick, North Central Regional Planning Commission (NCRPC), presented a post active-shooter training agreement to Chairman Ouellette. Chairman Ouellette signed the agreement acting as the President of NCRPC.

Sheila Ouellette, Communications Director, handed out statistics for Dispatch.

Elizabeth Hiltgen, County Attorney, joined the meeting. Hiltgen stated she is continuing to review options for a tax rebate program. The BOCC stated employees are taking lunch break at their desk and then leaving work early. The Commissioners want a policy put in place where lunch breaks are designated and are unpaid. Hiltgen suggested talking to the employees in question and then setting a formal policy in December.

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Justin Novak, Road & Bridge Supervisor, asked about selling used culverts. Hiltgen stated items with a value of less than \$1,000 do not need to go through a bid process or publishing a notice of sale. Commissioner Mueller made a motion authorizing Novak to sell items that are no longer needed. Commissioner Otott seconded the motion. Motion passed unanimously. Discussion was held regarding changing Road & Bridge work hours to four 10-hour days. Chairman Ouellette and Commissioner Otott agreed the hours should remain at 5 days a week. Commissioner Mueller stated he would be in favor of a shorter work week but that the office should remain open 5 days a week and that office staff, mechanics, and either Novak or Jim Finlayson should be present on Fridays. It was agreed the Road & Bridge department would remain on a 5 day work week.

The BOCC received notice from KDHE regarding a confined feeding facility permit being reissued for an existing facility located in section 11 of Washington Township. Comments are due May 7, 2016. A copy of the notice is on file in the Clerk's office for public viewing.

Rhonda Fernandez, Professional Insurance Consultants, presented a plan document for Washington County's cafeteria plan which allows the County to pre-tax health benefits. Chairman Ouellette signed the plan document.

Commissioner Otott motioned to adjourn at 12:20 p.m. Commissioner Mueller seconded the motion. Motion passed unanimously.

BOARD OF WASHINGTON COUNTY  
COMMISSIONERS

(SEAL)

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Tim Mueller, Vice-Chairman, 1<sup>st</sup> District Commissioner

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Roger Otott, 2<sup>nd</sup> District Commissioner

Attest:

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Dena Jueneman, County Clerk

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Gary Ouellette, Chairman, 3<sup>rd</sup> District Commissioner