

Cheyenne County Board of Commission

April 14, 2017

Convene

Terry Rieger called the meeting of the Cheyenne County Board of Commission to order at 8:00 AM on April 14, 2017 at the Board Room. Attendance: Roger Faulkender, Present: Terry Rieger, Present: John Garner, Present. Also present was County Attorney, Nicole Romine, County Clerk, Scott Houtman, and Karen Krien, St. Francis Herald. Chairman Rieger led the group in the Pledge of Allegiance.

Motion/Vote-Minutes

Roger Faulkender made a motion to approve prior commission minutes dated 03/15/2017 8:00 AM. John Garner seconded the motion. The motion passed by vote: Roger Faulkender (Yes), Terry Rieger (Yes), John Garner (Yes).

Motion/Vote - Payroll & Accounts Payable Warrants

Roger Faulkender made a motion to approve payroll & accounts payable warrants. John Garner seconded the motion. The motion passed by vote: Roger Faulkender (Yes), Terry Rieger (Yes), John Garner (Yes).

GSV-Generator Test

County Clerk, Scott Houtman presented a bill from Cummins Central Power for the generator test at the GSV for the amount of \$1697.91. GSV Administrator, Jeff Paulsen was unable to attend the meeting and asked that bill be approved.

Motion/Vote-Generator Test

Roger Faulkender made a motion to approve the bill from Cummins Central Power for \$1697.91. John Garner seconded the motion. The motion passed by vote: Roger Faulkender (Yes), Terry Rieger (Yes), John Garner (Yes).

County Attorney-Nicole Romine

County Attorney, Nicole Romine asked for 5 minutes of executive session for legal council.

Executive Session

Roger Faulkender made a motion to go into executive session for five minutes for legal council. John Garner seconded the motion. The motion passed by vote: Roger Faulkender (Yes), Terry Rieger (Yes), John Garner (Yes). The BOCC entered into executive session at 8:25 AM for five minutes. Regular session resumed at 8:30 AM. Upon return to regular session, Chairman Rieger announced that no decisions were made.

Hospital Board

The BOCC read over the applications from Sondra Bracelin, Ericka Wieck, Michael Hackler, and Sonja Weeden for the Cheyenne County Hospital board member position. The BOCC felt that Sondra Bracelin, with having past experience, would do a good job.

Motion/Vote - Hospital Board Member

Roger Faulkender made a motion to approve Sondra Bracelin as the new Cheyenne County Hospital board member. John Garner seconded the motion. The motion passed by vote: Roger Faulkender (Yes), Terry Rieger (Yes), John Garner (Yes).

Employee Handbook

County Attorney, Nicole Romine reviewed the minor changes that employees were concerned about. Attorney Romine went over the insurance, drug and alcohol testing language. Also changed was the per diem from \$12.00 a meal to \$15.00. It was suggested that the excessive tattoo language be removed, the BOCC suggested that the wording be changed to offensive tattoos. The wording for when the Emergency Building is open was changed from will be open from 8:00 A.M.-5:00 P.M. to available from 8:00 A.M.-5:00 P.M. The language on vacation was changed so that it made it clearer. Attorney Romine said she will get a copy to the County Clerk and then it can be adopted by resolution.

Motion/Vote - Resolution 17-09

Roger Faulkender made a motion to approve Resolution 17-09 a resolution to setup the SPARCC fund. John Garner seconded the motion. The motion passed by vote: Roger Faulkender (Yes), Terry Rieger (Yes), John Garner (Yes).

Resolution 17-10

County Clerk, Scott Houtman presented resolution 17-10 to the BOCC. It was noted that Charles Peckham had forgotten to send this out to be signed in 2016.

Motion/Vote - Resolution 17-10

Roger Faulkender made a motion to approve Resolution 17-10, a resolution stating that Cheyenne County has reviewed the 2016 solid waste plan. John Garner seconded the motion. The motion passed by vote: Roger Faulkender (Yes), Terry Rieger (Yes), John Garner (Yes).

Motion/Vote - Resolution 17-11

Roger Faulkender made a motion to approve Resolution 17-11, a resolution establishing an Employee Handbook for the Cheyenne County Employees. John Garner seconded the motion. The motion passed by vote: Roger Faulkender (Yes), Terry Rieger (Yes), John Garner (Yes).

Cheyenne County Hospital-Les Lacey

Cheyenne County Hospital, Les Lacey gave the monthly report for the hospital and said that he had stepped in as administrator on 4/13/2017. Mr. Lacey expressed his appreciation to Scott Jenkins for all the work he did while he was Administrator. Mr. Lacey said the hospital got into the top 100 Critical Access list out of thirteen hundred hospitals in the nation. The hospital has also just passed certification for Level 4 Trauma Center. The hiring of the new CEO is moving forward, there are three applicants that will be interviewed.

EMS Director- Reid Raile

EMS Director, Reid Raile presented a HIPPA policy that Medicare requires. Director Raile explained to the BOCC what he needs to be put in place in the future. Security of patient health records was the main concern that Director Raile discussed at this time and asked for a motion from the BOCC to approve the risk analysis that he had done.

Motion/Vote-Health Record Risk Analysis

Roger Faulkender made a motion to approve the health record risk analysis. John Garner seconded the motion. The motion passed by vote: Roger Faulkender (Yes), Terry Rieger (Yes), John Garner (Yes).

EMS Director-Reid Raile

EMS Director, Reid Raile said that the employee that was out on medical leave is back to work. Director Raile said they should know shortly if they received the Kraft Grant. Director Raile updated the BOCC on the troubles that he has had with the Phillips Monitor that he purchased last year with the grant and will not be purchasing from them again. Director Raile asked for 5 minutes of executive session for non-elected personnel.

Motion/Vote-Executive Session

Roger Faulkender made a motion to go into executive session for non-elected personnel for five minutes. John Garner seconded the motion. The motion passed by vote: Roger Faulkender (Yes), Terry Rieger (Yes), John Garner (Yes). The BOCC entered into executive session at 9:50 AM for five minutes. Regular session resumed at 9:55 AM. Upon return to regular session, Chairman Rieger announced that no decisions were made.

Assisted Living-Eddy Schultz & Rod Klepper

Eddy Schultz & Rod Klepper presented the floor plan drawings for the assisted living project. Mr. Schultz explained that the new construction will take place first and when that is done, the current residents will be moved to it. The current rooms at the GSV will be remodeled last, so that no residents will be displaced. Mr. Klepper also will leave an application that Hutton Construction has for sub-contractors that want to work on the project.

IT-Eric Harper

IT, Eric Harper presented a contract for internet service for the Extension Office. The County is now providing them with internet and they will pay \$40.00 a month. Chairman Rieger signed the contract.

Emergency Manager-Ryan Murray

Emergency Manager, Ryan Murray updated the BOCC on the fire in March 5th and 6th the County did not qualify for any reimbursement through the disaster declaration. Mr. Murray informed the BOCC that with Carol Sloper leaving he will need to purchase another computer, since she was using her personal computer. Chairman Rieger asked if the assistant position needs to be full time, Mr. Murray said the position only needs to be part-time. Mr. Murray asked for five of executive session for non-elected personnel.

Motion/Vote-Executive Session

Roger Faulkender made a motion to go into executive session for five minutes for non-elected personnel. John Garner seconded the motion. The motion passed by vote: Roger Faulkender (Yes), Terry Rieger (Yes), John Garner (Yes). The BOCC entered into executive session at 10:26 AM for five minutes. Regular session resumed at 10:31 AM. Upon returning to regular session, Chairman Rieger announced that no decisions were made.

Emergency Manager-Ryan Murray

Emergency Manager, Ryan Murray asked for a motion to run an ad in the paper for a part-time Assistant Emergency Manager. Chairman Rieger said there also needs to be an ad for part-time Transportation & Grants position.

Motion/Vote-Ads

Roger Faulkender made a motion to approve ads for both a part-time Assistant Emergency Manager and a part-time Transportation & Grants position. John Garner seconded the motion. The motion passed by vote: Roger Faulkender (Yes), Terry Rieger (Yes), John Garner (Yes).

Sheriff-Cody Beeson

Sheriff, Cody Beeson asked ten minutes of executive session for acquisition of real estate.

Motion/Vote-Executive Session

Roger Faulkender made a motion to enter into executive session for acquisition of real estate. John Garner seconded the motion. The motion passed by vote: Roger Faulkender (Yes), Terry Rieger (Yes), John Garner (Yes). The BOCC entered into executive session at 10:35 AM for ten minutes. Regular session resumed at 10:45 AM. Upon return to regular session, Chairman Rieger announced that the County was going to enter into a contract with Jerry Toler for land in Bird City for \$7,500.00. The Description of the land is as Follows: S 1/2 of lot 12 & 20' of S 1/2 of lot 11 in block 12 Bird City

Motion/Vote-Acquisition of Real Estate

Roger Faulkender made a motion to approve entering into a contract with Jerry Toler in the amount of \$7,500.00 for the following land: S 1/2 of lot 12 & 20' of S 1/2 of lot 11 in block 12 Bird City John Garner seconded the motion. The motion passed by vote: Roger Faulkender (Yes), Terry Rieger (Yes), John Garner (Yes).

Sheriff-Cody Beeson

Chairman Rieger wanted it stated for the record that the land purchase is for the Sheriff's office to put up a building and the money to purchase it is from Bird City Century II and asset forfeiture. The building will need little to no tax dollars and will be used for storage and an office.

Public Works Director-Dave Flemming

Public Works Director, Dave Flemming said he is not comfortable with the vacation part in the new handbook. Chairman Rieger said that it is done and approved. Director Flemming stated that it did not treat everyone fair and Chairman Rieger said that it treats everyone fair and it is time to move on because it was voted on and approved. Director Flemming presented a bill from Corporate Billing LLC for the Mac truck engine overhaul for \$18,995.61 that was already approved. DJ Barnhart completed the Noxious Weed Supervisor training in March. Director Flemming said that the BOCC needed to nominate him so he could become the County's Noxious Weed Director. The BOCC agreed to nominate DJ for Noxious Weed Director but felt his wages should stay the same.

Motion/Vote-Noxious Weed Director

Roger Faulkender made a motion to nominate DJ Barnhart as Cheyenne County's Noxious Weed Director. John Garner seconded the motion. The motion passed by vote: Roger Faulkender (Yes), Terry Rieger (Yes), John Garner (Yes).

Public Works Director-Dave Flemming

Public Works Director, Dave Flemming presented a quote from High Plains Motorsports for the repair of the Arctic Cat four-wheeler used for the Noxious Weed Department. Director Flemming thought for the age of the machine it was too much to spend on it and asked permission to purchase a new one from Aurora Honda for \$8,850.00 and sell the old one at auction.

Motion/Vote-Arctic Cat Purchase

Roger Faulkender made a motion to approve the purchase of an Arctic Cat four wheeler from Aurora Honda in the amount of \$8,850.00 John Garner seconded the motion. The motion passed by vote: Roger Faulkender (Yes), Terry Rieger (Yes), John Garner (Yes).

Public Works Director-Dave Flemming

Public Works Director, Dave Flemming presented Road Crossing Permit #17-01. Director Flemming said he did not have a problem with it.

Motion/Vote-Road Crossing Permit #17-01

Roger Faulkender made a motion to approve the Road Crossing Permit #17-01. John Garner seconded the motion. The motion passed by vote: Roger Faulkender (Yes), Terry Rieger (Yes), John Garner (Yes).

Public Works Director-Dave Flemming

Public Works Director, Dave Flemming presented a request from an individual for elevating and graveling a road. The BOCC and the Director decided that it was not a reasonable request since it is on private property. Director Flemming asked for ten minutes of executive session for non-elected personnel.

Motion/Vote-Executive Session

Roger Faulkender made a motion to enter into executive session for ten minutes for non-elected personnel. John Garner seconded the motion. The motion passed by vote: Roger Faulkender (Yes), Terry Rieger (Yes), John Garner (Yes). The BOCC entered into executive session at 11:20 AM for ten minutes. Regular session resumed at 11:30 AM. Upon return to regular session, Chairman Rieger announced that they would advertise for a Road & Bridge position.

St Francis Fire Department-Dan Blair

St Francis Fire Department, Dan Blair presented a memorandum of understanding from the Kansas Forestry Service stating that Fire District 1 is St Francis and all of Cheyenne County except Fire District 3 that is on the east side of the County. The BOCC would like Chief Blair to discuss it with the County Attorney. Chief Blair asked for executive session for non-elected personnel.

Motion/Vote-Executive Session

Roger Faulkender made a motion to go into executive session for ten minutes for non-elected personnel. John Garner seconded the motion. The motion passed by vote: Roger Faulkender (Yes), Terry Rieger (Yes), John Garner (Yes). The BOCC entered into executive session at 11:35 AM for ten minutes. Regular session resumed at 11:45 AM. Upon return to regular session, Chairman Rieger announced that no decisions were made.

IT-Eric Harper

IT, Eric Harper asked if the County's 800 number could be terminated, it is costing the County \$50.00 a month. The BOCC gave their approval to terminate the 800 number.

County Clerk-Scott Houtman

County Clerk, Scott Houtman informed the BOCC that he did not have all the County vehicle titles in his office. He assumed they are being stored in other departments. Clerk Houtman said he had talked to the County Attorney and she told him to get a motion from the BOCC to have all titles stored in the Clerk's Office and when a vehicle is sold that title needs to be signed by only the County Clerk.

Motion/Vote-County Vehicle Titles

Roger Faulkender made a motion to have all County vehicle titles be located in the County Clerk's office and only the County Clerk can sign the titles when a vehicle is sold. John Garner seconded the motion. The motion passed by vote: Roger Faulkender (Yes), Terry Rieger (Yes), John Garner (Yes).

Motion/Vote-Executive Session

Roger Faulkender made a motion to go into executive session for five minutes for non-elected personnel. John Garner seconded the motion. The motion passed by vote: Roger Faulkender (Yes), Terry Rieger (Yes), John Garner (Yes). The BOCC entered into executive session at 11:50 AM for five minutes. Regular session resumed at 11:55 AM. Upon return to regular session, Chairman Rieger announced that Sharissa Andrist and DJ Barnhart would be moved up a classification.

Motion/Vote-Classification

Roger Faulkender made a motion to move Sharissa Andrist and DJ Barnhart up a classification. John Garner seconded the motion. The motion passed by vote: Roger Faulkender (Yes), Terry Rieger (Yes), John Garner (Yes).

Adjournment

Roger Faulkender ordered that the commission adjourn until 4/28/2017. John Garner seconded the motion. The motion passed by vote: Roger Faulkender (Yes), Terry Rieger (Yes), John Garner (Yes).

Signatures

Chairman, Terry Rieger

County Clerk, Scott Houtman