

## COMMISSIONER PROCEEDINGS

July 15, 2024

- Call to Order:** The Lincoln County Board of Commissioners met in the courthouse commission meeting room on Monday, July 15, 2024. Chairman Dennis Ray called the meeting to order at 8:30 a.m. with Vice-Chairman Debora Smith and Member Ryley Hembry present. County Clerk Dawn Harlow was in attendance as recording secretary.
- Visitors:** Others present for portions of the meeting: Brandon Cochran and Felicia Strahm.
- Correspondence:** Correspondence: bills for Lincoln Park Manor; a bid from Mighty Duct to clean and sanitize the nursing home air systems; a letter with concerns from Cindy Entrican; mid-month accounts payable; and a resolution.
- Commission Updates:** Commissioner Hembry provided information received from Osborne County concerning contracting their ambulance service to a private company.
- Correspondence Action:** Dennis Ray moved to accept the bid from Mighty Duct Air Systems in the amount of \$15,600 to clean and sanitize the air systems at Lincoln Park Manor, seconded by Ryley Hembry. Motion carried. Debora Smith moved to approve Resolution 2024-18, appointing a county appraiser, seconded by Ryley Hembry. Motion carried.
- Ambulance Service:** Human Resource Officer Felicia Strahm and Ambulance Service Director Brandon Cochran discussed the director's position. Due to Cochran's work schedule, the position does not qualify for exemption under FLSA. The board must decide whether to change the work schedule or begin compensating overtime. No decision was made on this date. Cochran provided an update on billing relating that it worked well for the Treasurer's Office to identify deposits and then he can find the EOB for the deposit. The group discussed that the department is required to maintain their patient billing books, and that the department should bring their receipts to the Treasurer's office first after the claims have been entered into the bookkeeping system. Cochran provided an update on the status of students who took the EMT class this spring. Due to the state not approving tuition assistance for the two students under 18, Cochran plans to apply for WEB funds to pay for one of the students and related that the family will pay for the other student. The group discussed the department's current rates for services and operational activities.
- Executive Session:** Human Resource Officer Felicia Strahm requested an executive session. Dennis Ray moved to recess into executive session for fifteen minutes for the purpose of discussing the transportation department, pursuant to K.S.A. 75-4319(2)(b)(1) to discuss personnel matters of nonelected personnel, to reconvene in the courthouse commission meeting room, with the commission, HR Felicia Strahm, and County Clerk Dawn Harlow, seconded by Ryley Hembry. Motion carried. Time in: 10:05 a.m. Time out: 10:20 a.m.
- Reconvene:** The chairman reconvened the meeting to regular session at 10:20 a.m. with no action taken.
- Board Appointments:** Debora Smith moved to appoint Rhonda Wright (term expiring February 28, 2026) and Mary Meier (term expiring February 28, 2027) to the Crime Victims Restitution Board, seconded by Ryley Hembry. Motion carried.

Emergency Management Jesse Knight inquired about continuing with the mobile trailer project. The board requested that Knight halt the project until all parties can discuss it further.

Accounts Payable Approved: Dennis Ray moved to approve mid-month accounts payable in the amount of \$12,745.93, seconded by Ryley Hembry. Motion carried.

Minutes Approved: Dennis Ray moved to approve the July 8, 2024, minutes as presented, seconded by Ryley Hembry. Motion carried.

County Administrator: The board discussed whether a county administrator was needed. Clerk Harlow related that she has expressed her concerns over the last six years with the number of tasks assigned to her office that are not the office's statutory responsibilities. Harlow believes that she is, in essence, acting as the county administrator in many capacities. The workflow in the clerk's office has increased dramatically with new legislation over the last four years requiring Harlow to choose which responsibility is the priority, noting that the choice should always be that of her elected position. Harlow suggested that in addition to many of the things previously dumped on the clerk's office, the position could manage the overall supervision of department heads, be responsible for the budget, and help advance capital improvement projects, saving the overall project time and costs from increasing inflation. Clerk Harlow stated that the courthouse project alone has been in the planning for four years and has seen an estimated increase of over one million dollars. An administrator would have the time to push the project architect to complete the project to save on rising costs and would assume the responsibilities as the project manager. An administrator can complete research and work with architects/engineers to help the board decide what to do with the current law enforcement building, as the building needs significant repairs. If the board decides to move forward with a county administrator, the board would need to pass a resolution and place a special question on the November ballot. No decision was made on this date.

Adjourn: The chairman adjourned the meeting at 11:34 a.m. The next meeting will be in the courthouse commission meeting room at 8:30 a.m. Monday, July 22, 2024.