

COMMISSIONER PROCEEDINGS

December 9, 2024

- Call to Order: The Lincoln County Board of Commissioners met in the courthouse commission meeting room on Monday, December 9, 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: Leon Hart, Felicia Strahm, Elizabeth Sheldon, Tami Kerth, John Paul Ellis, Leann Johnson, Mary Ann Stertz, Dustin Florence, Jesse Knight, Dale Hlad, Brandon Cochran, Truette McQueen, and Roberta Turner.
- Correspondence: Correspondence: annual membership fee for the Kansas League of Municipalities; a calendar from Campbell & Johnson Engineers; a letter from NCKCN that they will be terminating services in Lincoln; a telephone message from Armin Kelly that the post was moved; an email from John Shea, North Central Regional Planning Commission requesting that the board approve the NCK Regional Solid Waste Management Plan updates; a bill for Lincoln Park Manor; and tax abatements
- Correspondence Action: Debora Smith moved to approve tax abatements 2024-75 and 2024-76 in the amount of \$2,391.86, seconded by Ryley Hembry. Motion carried. Dennis Ray moved to approve the changes to the North Central Kansas Regional Solid Waste Management Plan, seconded by Debora Smith. Motion carried.
- Solid Waste Disposal Charges: Clerk Harlow discussed the cleanup of a dilapidated structure inside the Lincoln City limits and inquired at what rate the property should be charged for disposal of household solid waste. The board approved billing at the current rate of \$.05 per pound for household solid waste disposal.
- Executive Session: Dennis Ray moved to recess into executive session for fifteen minutes for the purpose of discussing evaluation in the health department, pursuant to K.S.A. 75-4319(2)(b)(1) to discuss personnel matters of nonelected personnel, to reconvene with the commission, HR Felicia Strahm, Health Department Director Elizabeth Sheldon, and commissioner elect Leon Hart, seconded by Debora Smith. Motion carried. Time in: 8:58 a.m. Time out: 9:08 a.m.
- Reconvene: The chairman reconvened the meeting to regular session at 9:08 a.m. with no action taken.
- Human Resources: Human Resource Officer Felicia Strahm presented a draft copy of the County Administrator job description for the board to review and modify. The board identified essential and marginal functions. Strahm related that Noxious Weed Director Dan Heina has retired, effective December 4.
- Executive Session: Dennis Ray moved to recess into executive session for ten minutes for the purpose of discussing employee evaluations in the Register of Deeds Office, 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, Register of Deeds Tami Kerth, HR Felicia Strahm, and commissioner elect Leon Hart, seconded by Debora Smith. Motion carried. Time in: 9:35 a.m. Time out 9:45 a.m.

Reconvene: The chairman reconvened the meeting to regular session at 9:45 a.m. with no action taken.

Executive Session: Dennis Ray moved to recess into executive session for ten minutes for the purpose of discussing employee evaluations, 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, John Paul Ellis, and commissioner elect Leon Hart, seconded by Debora Smith. Motion carried. Time in: 9:47 a.m. Time out: 9:57 a.m.

Reconvene: The chairman reconvened the meeting to regular session at 9:57 a.m. with no action taken.

Executive Session: Dennis Ray moved to recess into executive session for ten minutes for the purpose of discussing employee evaluations, 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, County Treasurer Leann Johnson, Deputy County Treasurer Mary Ann Stertz, Human Resource Officer Felicia Strahm, and commissioner elect Leon Hart, seconded by Ryley Hembry. Motion carried. Time in: 10:01 a.m. Time out: 10:11 a.m.

Reconvene: The chairman reconvened the meeting to regular session at 10:11 a.m. with no action taken.

Executive Session: Dennis Ray moved to recess into executive session for twenty minutes for the purpose of discussing employee evaluations, 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, Sheriff Dustin Florence, Human Resource Officer Felicia Strahm, and commissioner elect Leon Hart, seconded by Ryley Hembry. Motion carried. Time in: 10:13 a.m. Time out: 10:33 a.m.

Reconvene: The chairman reconvened the meeting to regular session at 10:33 a.m. with no action taken.

Law Enforcement: Sheriff Florence discussed changes being made to reduce departmental costs.

Human Resources: Human Resource Officer Strahm presented the updated County Administrator job description. Dennis Ray moved to approve the job description for the County Administrator and the pay grade at Job Grade 40, seconded by Debora Smith. Motion carried. Strahm inquired if any handbook revisions need to be made in addition to the insertion of the new pay grade and step scale. The board requested that Strahm update the job descriptions for all employees at the Noxious Weed Department and Landfill/Transfer Station. Strahm provided the 2025 meeting calendar for the board to review. It approved the closing of county departments at noon on December 24, 2025. All employees will receive four hours of holiday pay for that day.

Minutes Approved: Dennis Ray moved to approve the December 2, 2024 minutes as presented, seconded by Debora Smith. Motion carried.

Dept Head Mtg: The board met with department heads regarding the 2024 budget.

Adjourn: The chairman adjourned the meeting at 11:40 a.m. The next meeting will be at 8:30 a.m. Monday, December 16, 2024, in the courthouse commission meeting room.