

COMMISSIONER PROCEEDINGS

September 8, 2020

- Call to Order:** The regular meeting of the Lincoln County Board of Commissioners was held in the commission meeting room of the courthouse Tuesday, September 8, 2020. Chairman Randy Lohmann called the meeting to order at 10:00 a.m. with Vice-Chairman James Gabelmann present and Member Alexis Pflugh absent. County Clerk Dawn Harlow was in attendance as recording secretary.
- Visitors:** Others present for portions of the meeting: Dennis Ray, Roberta Turner, Ladonna Reinert (via telephone), Brendan Mackay, and Sarah Hageman.
- Correspondence:** Correspondence: newsletter on pipeline safety; a letter from Central Kansas Mental Health Center containing updated bylaws for the organization; informational letter from Genetworx; email from Kelly Larson, Economic Development regarding the siren project noting that the City of Lincoln no longer qualifies as low to moderate income therefore the City of Lincoln cannot be included in the grant application; and an email from Lincoln Park Manor containing the census for the month.
- Juvenile Detention:** Commissioner Gabelmann related that he would like to continue as the County's representative to the North Central Regional Juvenile Detention Center Board when his commission term expires.
- Road Complaint:** Commissioner Lohmann discussed a road complaint received from Mark Winckler.
- Commissioner Arrives:** Commissioner Alexis Pflugh arrived at the meeting at 10:14 a.m.
- Dispose Carcasses without Permit:** Clerk Harlow provided an application allowing Jared Spear to dispose livestock carcasses on private property without a permit, disposing the remaining materials from a semi-truck fire. The board approved allowing the chairman to sign Livestock Carcasses: Application for Disposal Without a Permit.
- Minutes Approved: Discussion:** Alexis Pflugh moved to approve the August 31, 2020 minutes as amended, seconded by James Gabelmann. Motion carried. Added discussion of ending the automatic completion of the first six months and one year of service raises. The board also discussed requiring department heads to change their approved pay scale to a level that their employees are currently being paid.
- Transportation Bus:** Transportation Bus Driver Roberta Turner provided information on the replacing one of the department's vehicles.
- Health Department:** Health Nurse/Administrator Ladonna Reinert reported that the county now has thirteen COVID-19 cases, with 4 being active. Reinert requested approval to upgrade the department cell phone and for the board to consider on call pay for employees who would agree to take the cell phone home for a weekend and would be responsible to respond should they receive notification of a positive COVID-19 case. Alexis Pflugh moved to approve the health department to bill their COVID overtime to grant funds allocated for COVID, seconded by James Gabelmann. Motion carried. The board requested Reinert contact HR Officer Sarah Hageman to prepare a proposal and approved the department upgrading their cell phone. Commissioner Pflugh inquired about the results of the wastewater testing. Reinert related that the wastewater testing from the City of Lincoln showed evidence of virus spread at the time the tests were conducted.

Highway Department: Director of Highway Department Brendan Mackay presented a proposal from Kirkham Michael to complete the annual fracture critical inspections. Randy Lohmann moved to contract with Kirkham Michael for checking the Lincoln County fracture critical bridge inspections for seven stated bridges for \$5,687, seconded by James Gabelmann. Motion carried. Mackay presented the cost to gravel one-half mile of road and a proposed Resolution which would replace Resolution 2000-12, proposing to assess residents for road improvements for anything more than one-half mile. Mackay provided a cost and materials estimate to install four-inch ditch liner within Wilson Lake Estates of just under \$7,500 for 196 tons. The group discussed the Wilson Lake Estates and current roads versus platted roads as well as the homeowner's association responsibilities and process of approving new homes. Mackay discussed road the requests received from Robert Gasper and Mark Winckler. Mackay inquired about purchasing motor graders with discussion ensuing. Alexis Pflugh moved that the highway department produce a phase 1 map indicating specific areas and their level of improvement, seconded by Randy Lohmann. Motion carried. The board discussed whether budgeted funds are sufficient to gravel county roads, with Commissioner Pflugh calculating that the current budget can gravel 125 miles of road per year to spread across the county's 600 miles of county roads. Randy Lohmann moved to approve to buy these CATS, seconded by James Gabelmann. Motion carried. (two 140J motor graders in the amount of \$452,800, with a guaranteed buy back of \$310,000)

Executive Session: Human Resources Officer Sarah Hageman requested an executive session. Randy Lohmann moved to recess into executive session for five minutes for the purpose of discuss emergency manager job offer, pursuant to K.S.A.75-4319(2)(b)(3) to discuss employer-employee negotiations whether or not in consultation with the representative or representatives of the public body or agency, to reconvene in the commissioner room, with the commission along with HR (Sarah Hageman), seconded by James Gabelmann. Motion carried. Time in: 12:34 p.m. Time out: 12:39 p.m.

Reconvene: The chairman reconvened the meeting to regular session at 12:39 p.m. The commission approved HR to proceed with the hiring process.

Executive Session: Alexis Pflugh moved to recess into executive session for ten minutes for the purpose of discussing personnel evaluations, pursuant to K.S.A. 75-4319(2)(b)(1) to discuss personnel matters of nonelected personnel, to reconvene in the commission room, with the commission and HR Officer Sarah Hageman, seconded by James Gabelmann. Motion carried. Time in: 12:42 p.m. Time out: 12:52 p.m.

Reconvene: The chairman reconvened at 12:52 p.m. with no action taken.

Handbook Revisions: The Board reviewed the current draft of the handbook provided by Human Resource Officer Sarah Hageman. The board discussed changing the pay scales that were approved in May for all departments except for the highway department, sheriff's department, and ambulance service. Hageman related that the sheriff's department and ambulance service employees are not currently on their approved pay scales and that although the board had approved the pay scales for all departments, they only implemented the pay scale for the highway department. It was then discussed to alter the current pay scales to the levels which are currently being paid for all employees within the departments, as well as discontinuing the first six month and first year of service raises. Commissioner Gabelmann related that he will compute and provide what the pay scales should be for inclusion in the handbook. The board approved Hageman to forward the

handbook to KCAMP attorneys to review. Clerk Harlow inquired why the board would change the pay scales that were already approved in May and if the board would be including a pay plan in the handbook that describes how employees will progress through the pay scales. The board discussed adopting the handbook without the appendices, referencing the future approval for those in the handbook that are not completed.

Human Resources: Human Resource Officer Hageman presented a form that will grant authorization from an applicant to conduct a background check. Hageman related the form would be used after the initial offer had been made to applicants, as part of the preemployment screenings.

Adjourn: The chairman adjourned the meeting at 2:36 p.m. until 12:00 noon, Thursday, September 10, 2020 in the courthouse meeting room.